



COVID-19 RESTAURANT OPERATING PROTOCOL EFFECTIVE 06/12/2020 AS TO ALL BENJAMIN RESTAURANT GROUP RESTAURANTS:

1. PROTECT EMPLOYEE HEALTH:

We use the following methods to ensure protection of our Employee Health in the workplace (all measures in this section are mandatory):

- All employees are not to come to work if ill.
- Employees receive a thermal or temperature scan prior to the beginning of each shift.
- A health survey is conducted with each employee prior to the beginning of each shift to verify staff have not experienced symptoms consist with COVID-19 in the past 7 days or exposed to someone who has experienced symptoms in the past 14 days.
- Employees with Covid-19 like symptoms are not allowed to work and encouraged to contact their medical provider or 9-1-1.
- Face coverings are worn by all staff that interact with the public and when unable to social distance with other employees.
- Clean and disinfect employee restrooms and breakrooms frequently.
- All employees have read and understand the COVID-19 Fact Sheet (available in multiple languages).
- Employees shall not share food, beverages, and food-ware.
- Employees do not shake hands, high-five or do similar greetings that break physical distance.
- Employees must frequently wash their hands with soap and warm water.
- A copy of this protocol was shared with each employee to ensure they understand and will implement the procedures.



2. SOCIAL DISTANCING:

IMPLEMENT MEASURES TO ENSURE SOCIAL DISTANCING IS ADHERED TO:

We use the following methods to ensure social distancing is adhered (all measures in this section are mandatory):

- All tables are six feet apart or if un-movable, a barrier or partition has been installed to separate the tables.
- Tape or markings of at least six feet separation are used in any area where members of the public may form a line.
- Staggered seating times are used to space traffic flow.
- Limit the number of patrons at a single table to a household unit or patrons who have asked to be seated together.
- People in the same party seated at the same table do not have to be six feet apart.
- All members of the party must be present before seating and the host must bring the entire party to the table at one time.
- Tables are spaced six feet away from all food preparation areas, including beverage and server stations.

3. EDUCATION FOR THE DINING PUBLIC:

IMPLEMENT MEASURES TO ENSURE THE PUBLIC IS EDUCATED ON DINING OUT SAFELY, THROUGH PUBLIC NOTIFICATIONS.

We use the following methods to ensure education of the dining public (all measures in this section are mandatory):

- Signage is posted at each public entrance of the facility to inform the dining public to:
 - Maintain social distancing of six feet,
 - Wash hands or use sanitizer upon entry into a restaurant



- Stay home if they are ill or have symptoms consistent with COVID-19
- A copy of the COVID-19 Operating Protocol is posted at a location visible to the public.
- Face coverings are worn by public when not seated at their table.

4. MEASURES TO INCREASE SANITIZATION AND DISINFECTION:

IMPLEMENT MEASURES TO PROTECT THE PUBLIC THROUGH THE AVOIDANCE AND FREQUENT DISINFECTION OF COMMON HAND TOUCH POINTS AND SANITIZATION OF FOOD CONTACT SURFACES.

We use the following methods to increase sanitization and disinfection (all measures in this section are mandatory):

- Food items and containers that are shared between tables such as condiment bottles, salt and pepper shakers, or breadbaskets are prohibited and not in use.
- Non-food items that may be used by multiple customers, such as menus, are disinfected between each use or modified to be a single service item, such as a disposable paper menu.
- Utensils and food-ware are properly washed, rinsed and sanitized for an adequate contact time (time required for utensils to be submerged in the sanitizer) by a sanitizer effective against Coronavirus OR only single-service utensils and food-ware are used.
- High contact touchpoints, such as phones, door handles, credit card terminals, etc. are cleaned and disinfected, frequently using a disinfectant effective against Coronavirus.
- Public restrooms are being cleaned and disinfected frequently.
- A team member per shift is designated to oversee/enforce additional sanitization and disinfection procedures, as needed.
- Tableside food preparation and presentation of foods, such as food selection carts and tableside preparation are prohibited and not in use.
- After-meal mints, candies, snacks, or toothpicks for customers shall not be left out in a community container. Offer these items with the check or provide them upon request.



- A drop-off location to receive deliveries away from high traffic areas has been designated and a social distance of at least six feet is maintained with delivery drivers.
- Leftover food must be packaged by the customer for takeout upon request.
- Takeout food items have a staging area that eliminates a person-to-person pick-up, such as a designated table in a sealed bag, labeled with the order number or customer name.

5. ADDITIONAL SAFETY MEASURES:

IMPLEMENT ADDITIONAL SAFETY MEASURES TO PROTECT OUR EMPLOYEES AND CUSTOMERS.

We use the following additional safety measures to protect our employees and customers:

- Disinfection wipes or hand sanitizer (at least 60% alcohol) are provided for customers.
- Touch free motion detectors, such as hands-free soap and towel dispensers are in use.
- A payment system that does not require person-to-person contact is in use.
- A reservation process to prevent people from gathering and promote social distancing is in use.
- The number of employees serving an individual party is limited to one employee, when possible.
- Additional outdoor seating is in use and was approved by the local jurisdiction.
- Disposable gloves are being used to supplement handwashing when: conducting employee health screenings, handling items contaminated by body fluids, touching items used by customers (dirty cups, plates, napkins, etc.), or handling trash bags.