

TOY'S TAVERN COVID-19
Minimum Pandemic Workplace Operational Requirement as per
Guam Public Health

- EMPLOYEES: All employees are required to be at work 15 minutes prior to your shift.
 - This allows you to prepare before opening the bar for customers.
 - Ensure sanitizer is available at entrance.
 - Ensure proper ventilation is turned on at start of shift.
 - Maximum Occupancy is 40. Maximum COVID-19 Occupancy is not more than 50 percent the reduced occupancy is 20 customers at a time.

- COVID-19 EMPLOYEE AND CUSTOMER SAFETY:
 - Public Health mandates for retail food establishment such as restaurants and bars take additional measures to reduce risk of transmitting COVID-19 from person to person, spreading by touching of contact surfaces.
 - Employees **must wear mask at all times** and option to wear face shield while serving customers.
 - All employees must be screened for high temperature prior to commencing your duties with the Digital Thermometer. **(If 100 Degrees F)** No work, send employee home and instruct to watch temperature if higher need to seek medical attention.
 - **SERVERS/HOSTESS: ASK each customer are you feeling sick** include cough, shortness of breath, difficulty breathing or sore throat. If they are any of the above **THEY MAY NOT ENTER!!**
 - If employee is diagnosis with COVID-19 per test results. All personnel that worked with the employee will need to be tested. If negative we will continue to operate if not, we'll close till staff is safe and operational. A thorough cleaning will be performed to ensure no one will be contaminated with the proper PPE for safety.
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- Employees if you are sick: Let employer know by calling cell or business number 2 to 3 hours in advance.
 - Sick employees are not allowed to work in the work place.
 - Strict handwashing practices to include: Use Hot Water/Hand Sanitizer....
 - WHEN: When you get to work
 - After using the restroom
 - When you handle money
 - When you handle dirty dishes
 - After handling broom, Mop, wiping and sanitizing tables.
 - After eating, smoking, touching your hair or face.

- CUSTOMER ENTRY:
 - Customers must wear a mask to enter. When not drinking, a mask is always required.
 - All Customers must be screened for high temperature prior to entering the bar with the Digital Thermometer. **(If 100 Degrees F) THEY MAY NOT ENTER!!**
 - **ASK each customer are you feeling sick** include cough, shortness of breath, difficulty breathing or sore throat. If they are any of the above **THEY MAY NOT ENTER!!**

- Customer full name and contact number will be annotated upon entry for emergency purposes information will be maintained by management for 30 days.
 - Customers daily will annotate in our log book for games if they play during their visit for Pool Table and Dart.
 - All customers must be seated per the seating arrangements (where bar stools are placed to ensure proper safe distancing. Seating is marked at the bar. Customer seating is marked at the bar to ensure 6 feet from another customer. Only groups of 4 allowed to sit together.
 - Customers may not help themselves for Condiments or drinks.
 - Customers are to Sanitize themselves at the Entry Door with provided Sanitizer.
 - Customers are to Sanitize themselves after using the restroom with sanitizer that is provided at the bar.
 - Each time the customer goes out to smoke upon return ensure they sanitize at the entry door.
 - Hygiene signs are posted at entries, bathrooms and at the bar. Signs explain proper mask wear, distancing, handwashing procedures.
- **CLEANING DETAILS:**
 - Pool table and sticks must be sanitized after each use. Sanitizer will be used.
 - Dart Board and control pads will be sanitized after each use. Sanitizer will be located at station for customers.
 - Jukebox will be sanitized after each use. Sanitizer will be located by jukebox for customers use.
 - Focus on door handles, door facings, tables, chairs throughout your entire shift.
 - Restrooms will need to be sanitized at the beginning of your shift and the end of your shift. (this includes cleaning the toilet with scrubber, the seat with Clorox and Paper towel, the paper towel dispenser, the sink, the door handles, the door facing and walls must be wiped with sanitizing solutions.) Sweep and Mop.
 - Sweeping and Mopping at beginning and end of your shift.
 - Sanitize Credit Card Pad each time used.
 - Ensure your trash is taken out do not leave any personal items behind the counter upon completion of your shift.

Food:

- No Food allowed to be served.

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Toy's Tavern Management

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