

MAC & MARTI COVID-19 PROTOCOLS

• Signs and Messages

- Signs in highly visible locations at the entrance areas for employees and customers to properly wear mask upon entry and re-entry.
- Customers and vendors required to sign in the visitor log prior to entry. The log will include the date, time, name, total number of individuals in party, and phone number or email address of each customer and vendor. The log will be retained for a period of 30 days from the date of service.
- Signs posted in highly visible locations at the restroom areas for employees and customers to properly wash hands.
- Posters placed in key areas to promote behaviors that prevent spread of COVID-19 when communicating with vendors, staff, and customers.

• Masks

- Masks required prior to entry for all employees, customers, and vendors.
- All employees, customers, and vendors required to wear masks when not actively drinking or smoking, or when physical distancing is difficult.
- Employees and vendors should avoid touching their masks once they are on their faces.
- Employees and vendors should wash their hands with soap and water for at least 20 seconds after touching masks on their faces, or use hand sanitizer that contains at least 60% alcohol.

• Physical Distancing

- Number of customers in the bar will be limited based on 50 percent occupancy and follow local guidance on gathering requirements. Customers will not exceed 6 persons per table per party for indoor and 15 person per table per party for outdoor.
- Physical guides will be provided to ensure that individuals remain at least 6 feet apart.
- Distances of 6 feet for customers waiting for ID check will be marked.
- Six feet between tables will be maintained.
- Staff will actively monitor and inform customers of the health and safety guidelines. The bar has the right to refuse service to anyone exhibiting symptoms or not following guidelines.
- Barstools at the bar where drinks are made and served will be removed.
- A dedicated ordering area where customers can maintain a distance of 6 feet from others has been established. No self-serve food or drink options will be permitted.
- Touchless payment options will be made available. Customers may place the money or card on a receipt tray or on the counter rather than by hand to avoid direct hand-to-hand contact.
- Regular cleaning of high touch surface areas, such as counters and tables between each use. If pens or any equipment is used, employees will disinfect between uses or encourage customers to use their own pens.
- No use of outside food and beverage utensils, food and containers brought in by customers.
- Any exposed clean silverware, dishes, glasses, pots and pans will be covered.
- Liquor bottles, pour stations, taps, ice scoops, etc. will be regularly disinfected.
- Lost and found items will be placed in a clear, sealed bag.
- Regular cleaning and disinfecting of dart board, golf machine, and other areas that have high-touch surfaces. Disinfectant will be provided and all patrons will be encouraged to clean before and after each use and keep game equipment behind the bar until reserved.
- Outdoor seating will be encouraged as much as possible, and customers will be required to remain seated at all times, except for use of restrooms for both indoor and outdoor service.

At this moment, hand sanitizer and face masks are permitted.

- **Communal Spaces**

- Employee use of shared spaces will be staggered and mask use will be required at all times, except for eating, drinking, or smoking.
- Any sharing of food, tools, equipment, or supplies by staff members will be limited.
- Number of people in shared spaces at one time will be limited and social distancing will be ensured.
- Each person will disinfect the shared space after each use.

- **Hand Hygiene and Respiratory Etiquette**

- Hand-sanitizers containing at least 60% alcohol at the front of the bar and throughout the establishment will be available.
- Every employee required to properly wash hands before, during, and after service. Every employee required to properly wash hands after touching garbage, using the bathroom, taking breaks, after coughing or sneezing, and before and after putting on gloves. Employees required to always wash their hands with soap and water for at least 20 seconds. When handling payments, employees will be required to use hand sanitizer containing at least 60% alcohol. Employees must avoid touching their eyes, nose, and mouth with gloved or unwashed hands. Employees encouraged to cover coughs and sneezes with a tissue (or use the inside of their elbow).
- Gloves are worn by employees when they are completing these activities:
 - Removing garbage bags or handling and disposing of trash
 - Handling used or dirty service items
 - Cleaning and disinfecting surfaces
- If soap and water are not readily available for hand washing, hand sanitizer that contains at least 60% alcohol will be utilized.
- Adequate supplies (e.g., paper towels, tissues, disinfectant wipes, masks) will be ensured.
- No-touch/foot pedal trash cans will be made available.
- Protective equipment and supplies will be provided and maintained for employees to perform enhanced cleaning/disinfection.

- **Cleaning and Disinfection**

- Cleaning and disinfecting of frequently touched surfaces (e.g., door handles, counters, cash registers, credit card machines, reusable menus, work stations, sink handles, bathroom stalls, and all other shared equipment) periodically throughout the shift and at the beginning and end of every shift.
- Disinfecting of each table, chair, and bar areas after each customer or use.
- Regular cleaning and disinfecting of dart board, golf machine, and other areas that have high-touch surfaces. Disinfectant will be provided and all patrons will be encouraged to clean before and after each use and keep game equipment behind the bar until reserved.
- Access to amusement devices/materials is to be controlled by the establishment, and use must be by reservation.
- No more than 6 persons to be allowed to participate in any game.
- A written record of the use of game machines and equipment must be maintained, providing the date, time, name of player(s), type of game or equipment used, and phone/email address of all participants. Log must be available upon request and retained for 30 days.
- Regular disinfecting of liquor bottles, pour stations, taps, ice scoops, and other touched surfaces, and use of disposable, single cups, when feasible.

- A schedule will be developed for increased routine cleaning and disinfection.
- Cleaning and disinfection products that meet EPA disinfection criteria and that are appropriate for the surface will be used. Disinfectant will be allowed to remain on the surface for the contact time recommended by the manufacturer and directions on the label or safety data sheet will be followed.
- Safe use and storage of disinfectants to avoid food contamination and harm to employees and other individuals.
- Relocation and covering of any exposed clean silverware, dishes, glasses, pots and pans. Disposable, single use items will be utilized, if feasible.
- Laundering of all work clothing, aprons, towels, cloth table covers (if any) will be required.

• Ventilation

- Air filtration system in place.
- Filters will be regularly checked to ensure they are within service life and appropriately installed and maintained.
- HVAC system will run at maximum outside airflow for 2 hours before and after occupied times.
- Outdoor use will be encouraged.
- Fresh air will be available to the customers and staff by opening doors when feasible.
- Fans used in the bar with steps taken to minimize air from fans blowing from one person directly at another individual.

• Health & Safety of Employees and Guests

- Employee temperature screening and wellness checks before each shift.
- Employee health to be evaluated regularly and they will be encouraged to stay home if they are sick (e.g., high temperature, flu-like symptoms). HIPAA guidelines and other laws will be followed at all times.
 - Employee will be educated regarding symptoms, protocols for reporting to work and procedures should they come into close contact with a person under investigation with COVID-19.
 - Updating of sick leave policies.
 - Employees who have come into close contact with a person under investigation with COVID-19 required to get tested, stay at home and monitor symptoms.
 - DPHSS will be contacted should an employee or employees test positive for COVID-19 for contact tracing.
 - Employees with Covid symptoms will not be permitted to work.
 - Policies developed for return-to-work after COVID-19 illness.
 - Absenteeism of employees monitored, cross-training, and creation of an on call roster.
 - All employees trained in safety actions (e.g. social distancing, use of face masks, hand washing, cleaning and disinfecting).
- Notifying staff, customers, and the public of business closures, and restrictions in place to limit COVID-19 exposure.
- Anybody with Covid symptoms will not be permitted in the facility.
- Communication to the employees and customers what the bar is doing to mitigate the spread of COVID-19 (e.g., disinfection routine, health & safety guidelines, closure due to COVID-19 positive)
- Continual monitoring of local and federal guidelines for changes in recommendations.
- Continual monitoring and improving of operational controls for cleaning, disinfection, workspace modifications, and physical distancing.
- Rotating and staggering shifts to limit the number of employees working at the same time.
- Employees encouraged to use transportation options that minimize close contact with others by riding alone or riding with household members only.
- Manager is responsible for COVID-19 management and concerns. All staff members know who this person

