



NOTICE TO FOOD FACILITIES NOVEL CORONAVIRUS (COVID-19)

Background COVID-19 is caused by a coronavirus that causes respiratory illness and is primarily spread through the air via respiratory droplets from an infected person or by touching contaminated surfaces. Symptoms include fever, cough, and/or shortness of breath.

To mitigate the spread of this disease, please review the following information about a legal Order issued by the Santa Clara County Health Officer on March 13, 2020 as well as best practices for all food facilities operations.

LEGAL ORDER

Effective at 12:00 am on March 14, 2020, gatherings of more than 100 persons in confined indoor and outdoor facilities are prohibited. Gatherings of between 35 and 100 persons are prohibited unless specified conditions are met. These restrictions apply to normal operations of restaurants, bars, and other food facilities in confined indoor and confined outdoor spaces. These restrictions are in effect until 11:59 pm on April 4, 2020.

These restrictions may be modified or extended and new ones imposed. Please visit the Santa Clara County Public Health Department website for up-to-date information. <http://sccphd.org/coronavirus>

Mandatory Conditions for Gatherings of 35-100 People

- 1) The space in which the gathering is held must accommodate social distancing by allowing all attendees to stand or sit at least six feet from any other attendee;
 - 2) Proper hand hygiene and sanitation material must be readily available to all persons at all times, including soap and waste receptacles. If soap and water are not available, alcohol-based hand sanitizer can be used.
 - 3) Persons hosting gatherings must alert prospective attendees at least 24 hours prior to the gathering that gatherings pose a heightened risk of COVID-19 transmission, and that older adults and individuals with existing health conditions are at particularly serious risk and should not attend;
 - 4) Where applicable, persons hosting gatherings must allow prospective attendees to cancel their attendance at no cost up until the time of the event, and fully reimburse them for the price of attendance; and
 - 5) Persons hosting gatherings must clean surfaces with disinfecting wipes or other standard cleaners before, during, and after the event.
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BEST PRACTICES FOR ALL ALLOWABLE FOOD FACILITY OPERATIONS

Prevention – Handwashing

Ensure that there are adequate supplies for hand washing including soap, paper towels, and waste receptacles.

Urge and require employees to **wash their hands with soap and water for at least 20 seconds.**

Employees' hands should be washed:

- When entering the kitchen
- Before starting food preparation
- After touching their face, hair, or other areas of the body
- After using the restroom
- After coughing, sneezing, using a tissue, smoking, eating, or drinking
- When handling raw food then ready-to-eat food
- Before putting on gloves
- After cleaning, bussing tables, or touching any items that patrons have used
- Between handling money/credit cards/phones/pens and handling food
- After engaging in other activities that may contaminate the hands

Tips!

- *Minimize bare hand contact with ready-to-eat food*
- *Assign an employee to keep soap and paper towels stocked at handwash stations at least every hour*
- *Protect food and drinks from contamination when delivering to patrons*
- *Avoid touching your eyes, nose, and mouth*
- *Minimize touching your phone or other personal items*
- *Wash hands more frequently for all staff, including cashiers, bussers and servers*
- *Provide extra garbage cans near restrooms exits*
- *Post additional visible signage for patrons to wash their hands frequently*
- *Provide hand sanitizer and/or wipes for patrons to use*

Provide regular staff training to ensure proper protocols are followed!

**Prevention –
Sanitizing
Equipment
and the
Facility**

Chlorine-based (bleach) sanitizer at 100 ppm or quaternary ammonium-based sanitizers at 200 ppm are effective sanitizers. Use test strips to ensure that sanitizer is at these required concentrations. Sanitize equipment, utensils, food preparation areas, as well as tables, seats, service counters and any other area exposed to patrons routinely throughout the day.

Tips!

➔ *COVID-19 can last for days on surfaces. Increase the frequency of cleaning and sanitizing all high-touch areas such as:*

- *Door knobs, touch screens, cash registers, faucet handles, and cabinet/drawer pulls*
- *Seats and tables between patron use*
- *Menus, and condiment dispensers and napkin dispensers*
- *Other items and surfaces frequently touched by patrons or employees*

➔ *At this time, avoid accepting reusable utensils from customers (food containers, traveler cups, etc.)*

**Employee
Health**

An employee who is experiencing any fever and respiratory symptoms should stay home for 3 days after they are symptom-free to prevent the spread of any virus. Maximize flexibility in use of sick leave to facilitate such time off.

**Minimize
Crowding**

Under all circumstances, practice social distancing by keeping patrons' tables as far apart as practical while seated. Leave empty tables in between patrons if space allows.

**Additional
information**

The information and requirements pertaining to COVID-19 may change as more is learned about this virus and its transmission. Up to date legal orders as well as additional information, status reports, and website links can be accessed on the Santa Clara County Public Health website: <http://sccphd.org/coronavirus>

Other Resources:

- <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx>
 - <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
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