

# COVID-19 Preparedness Plan for River City Grill

River City Grill is committed to providing a safe and healthy workplace for all our workers and customers, clients, patrons, guests and visitors. To ensure we have a safe and healthy workplace, River City Grill has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our workers and management. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our workplaces. The COVID-19 Preparedness Plan is administered by Alexander M. Garrett, General Manager, who maintains the overall authority and responsibility for the plan. However, management and workers are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. River City Grill's managers and supervisors have our full support in enforcing the provisions of this plan. Our workers are our most important assets. River City Grill is serious about safety and health and protecting our workers. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our workers in this process by encouraging our workers to share feedback about their safety on the River City Grill Employee Hub on Facebook.

River City Grill's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring sick workers stay home and prompt identification and isolation of sick persons;
- social distancing – workers must be at least six-feet apart;
- worker hygiene and source controls, including face coverings;
- workplace building and ventilation protocol;
- workplace cleaning and disinfection protocol;
- drop-off, pick-up and delivery practices and protocol; and
- communications and training practices and protocol.

River City Grill has reviewed and incorporated the industry guidance applicable to our business provided by the state of Minnesota for the development of this plan, including the industry guidance for restaurants and bars. Other conditions and circumstances included in the industry guidance and addressed in the plan that are specific to our business include:

- additional protections and protocols for customers, clients, guests and visitors;
- additional protections and protocols for

face coverings and personal protective equipment (PPE); • additional protections and protocol for access and assignment; • additional protections and protocol for sanitation and hygiene; • additional protections and protocols for work clothes and handwashing; • additional protections and protocol for distancing and barriers; • additional protections and protocols for managing occupancy; • additional protocols to limit face-to-face interaction; • additional protections for receiving or exchanging payment; and • additional protections and protocols for certain types of businesses within an industry.

## Ensure sick workers stay home and prompt identification and isolation of sick persons

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms. Thermal forehead temperatures are taken at the beginning of each employee's shift and any symptoms of COVID-19, even if not because of COVID-19, are also recorded. Employees are expected to communicate their symptoms honestly and without judgement in order to ensure the business' safety. Any sick employee who is on the clock will be immediately quarantined until a safe time to exit the premises is found. River City Grill has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Accommodations for workers with underlying medical conditions or who have household members with underlying health conditions have been implemented. River City Grill has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. In addition, a policy has been implemented to protect the privacy of workers' health status and health information.

## Social distancing – Workers must be at least six-feet apart

Social distancing of at least six feet will be implemented and maintained between workers, customers, clients, patrons, guests and visitors in the workplace through the following engineering and administrative controls: Every other table has been roped off and made inaccessible. A second functional wait station was introduced to further distance the employees. Barriers have been placed in our host stand, separating our hosts from our take-out customers. Masks and gloves are required of all employees, and masks are required at all times while standing inside the restaurant. Social distancing stickers have been placed on the floor in each lobby to reduce "bottlenecks." Pens, telephones, and other tools and equipment are now on a sanitation schedule to reduce indirect COVID-19 exposure between users. Masks and disposable gloves have been made available to all employees.

## Worker hygiene and source controls

Basic infection prevention measures are being implemented at our workplaces at all times. Workers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the restroom. All customers, patrons, guests and visitors to the workplace are asked to sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer is available at entrances and locations in the workplace so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Source controls are being implemented at our workplaces at all times. Workers and customers are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hands. Workers and customers are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all workers and other persons entering the workplace.

## Workplace building and ventilation protocol

Operation of the building in which the workplace is located, includes necessary sanitation, assessment and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation and air conditioning (HVAC) systems. The maximum amount of fresh air is being brought into the workplace, air recirculation is being limited, and ventilation systems are being properly used and maintained. Steps are also being taken to minimize air flow blowing across people.

## Workplace cleaning and disinfection protocol

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of work surfaces, equipment, tools and machinery and areas in the work environment, including restrooms, meeting rooms, checkout stations, and pick-up locations. Frequent cleaning and disinfecting is being conducted in high-touch areas, including phones, keyboards, touch screens, controls, door handles, copy machines, credit card readers. We have partnered with ECOLAB to safely kill COVID-19, using their Peroxide Multi-Surface Cleaner and Disinfectant and their Multi-Quat sanitizer. All of our staff have been trained to safely and effectively use these chemicals. Appropriate and effective cleaning and disinfecting supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product.

## Communications and training practices and protocol

This COVID-19 Preparedness Plan was updated and communicated to our staff by posting it to our River City Grill Employee Hub on Facebook and posting it on-site to all workers on 09/09/2020, and necessary training was provided. Additional communication and training will be ongoing as requirements are updated. Training will be provided to all workers who did not receive the initial training and prior to initial assignment or reassignment. Instructions will be communicated to all workers, including employees, temporary workers, staffing and laborpools, independent contractors, subcontractors, vendors and outside technicians [and customers, clients, patrons, guests and visitors] about protections and protocols, including: 1) social distancing protocols and practices; 2) drop-off, pick-up, delivery and general in-store shopping; 3) practices for hygiene and respiratory etiquette; 4) requirements regarding the use of face-coverings and/or face-shields by workers and customers. All workers and customers will also be advised not to enter the workplace if they are experiencing symptoms or have contracted COVID-19. Managers and supervisors are expected to monitor how effective the program has been implemented. All management and workers are to take an active role and collaborate in carrying out the various aspects of this plan, and update the protections, protocols, work-practices and training as necessary. This COVID-19 Preparedness Plan has been certified by River City Grill management and the plan was posted throughout the workplace and made readily available to employees on 09/09/2020. It will be updated as necessary by Alexander M. Garrett, General Manager

Certified By:

Alexander M. Garrett

Alexander M. Garrett  
General Manager