

Baker County Business Operations and Recovery



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BAKER COUNTY RESTAURANT RE-OPENING PLAN

The Baker County Commissioners submitted a plan to Governor Brown's office on April 24 outlining a phased approach to reopening businesses, organizations and events in Baker County that are currently closed by the Governor's Stay Home, Save Lives Executive Order 20-12. The plan was developed through coordination between the Baker County Commissioners, Baker County Health Department, St. Alphonsus Medical Center-Baker City, and the County Public Health Officer. The plan proposes three phases for reopening, and includes measures that can be put in place to reduce the risk of transmitting disease. Baker County has entered into Phase 1 of the State of Oregon framework and will be proposing guidelines for Phase 2, with a potential date of June 6th .

Phase I—State-Regional Guidance: RESTAURANT / BARS / BREWERIES / TASTING ROOMS / DISTILLERIES

Following you will find the Governor's regional requirements for opening in the this time of Pandemic:



Reopening Guidance

Governor Kate Brown's framework for Reopening Oregon will help Oregonians restart public life and business while maintaining healthy Oregon communities. The framework outlines actions Oregonians must take to move forward safely.

As the state reopens, it's important to remember the risks. We must all do our best to protect ourselves and one another. If we all follow these actions, we will help save the lives of our colleagues, neighbors, friends, and family members.

These actions include:

- Stay home if you are sick.
- To avoid exposure to COVID-19, people who are at risk for severe complications (over age 60 or have underlying medical conditions) should stay home even if you feel well.
- If you become symptomatic (cough, fever, shortness of breath) while in public, please return home and self-isolate immediately. Contact your health care provider if you need medical attention.
- Practice good hand hygiene with frequent handwashing for at least 20 seconds or use hand sanitizer (60-95% alcohol content).
- Cover coughs/sneezes with elbow or tissue. If you use a tissue, immediately discard tissue in garbage and your wash hands.
- Avoid touching your face.
- Practice physical distancing of at least six (6) feet between you and people who you do not live with.
- Use cloth, paper or disposable face coverings in public. As Oregon is reopening and restrictions are being lifted on businesses and public spaces, it may be difficult to ensure that you can stay six (6) feet away from others at all times. Please review [Mask and Face Covering Guidance for Business, Transit and the Public](#).
- Stay close to home. Avoid overnight trips and minimize other non-essential travel, including recreational day trips to destinations outside the community where you live. Travel the minimum distance needed to obtain essential services; in rural areas, residents may have to travel greater distances for essential services, while in urban areas, residents may only need to travel a few miles for those services.

Additional resources:

- [Mask and Face Covering Guidance for Business, Transit and the Public](#)
- [OHA General Guidance for Employers](#)

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Accessibility: For individuals with disabilities or individuals who speak a language other than English, OHA can provide documents in alternate formats such as other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsoha.state.or.us.



May 16, 2020

Oregon General Guidance for Employers on COVID-19

General considerations for your workplace:

- Comply with any of the Governor's Executive Orders that are in effect.
- Know the signs and symptoms of COVID-19 and what to do if employees develop symptoms at the workplace.
- Understand how COVID-19 is transmitted from one person to another—namely, through coughing, sneezing, talking, touching, or via objects touched by someone with the virus.
- Make health and safety a priority by implementing safeguards to protect employees and the public. Federal and state guidelines, including sector-specific guidance, will help you determine which safeguards are recommended or are required.
 - CDC has detailed [general guidance](#) to help small businesses and employees prepare for the effects of COVID-19.
 - [Oregon's Mask and Face Covering Guidance for Business, Transit and the Public](#).
 - Oregon's specific guidelines for specific sectors can be found [here](#).
- Consider modifying employee schedules and travel to reduce unnecessary close physical contact (physical distance of less than (6) six feet between people).
- Be aware of protected leave requirements and plan ahead for any anticipated workforce adjustments.

Modification of employee schedules and travel

Considerations for modifying employee schedules and travel as feasible:

- Identify positions appropriate for telework or partial telework, including consideration of telework for employees who are at higher risk for severe COVID-19 complications due to underlying medical conditions identified by the CDC.
- Stagger or rotate work schedules or shifts at worksites to ensure employees are able to sufficiently maintain physical distancing.
- Limit non-essential work travel.

Workplace safety

Implement workplace safeguards as feasible or when required. [See also sector-specific guidance here.](#)

- Implement physical distancing measures consistent with the Governor's Executive Orders and state guidance.
- Increase physical space between workers. This may include modifications such as markings on the floor demonstrating appropriate spacing or installing plexiglass shields, tables or other barriers to block airborne particles and maintain distances. Review and follow any sector-specific guidance issued by the state that recommends or requires specific physical distancing measures.
- Restrict use of any shared items or equipment and require disinfection of equipment between uses.
- Reinforce that meticulous hand hygiene (frequent and proper handwashing) is of utmost importance for all employees. Ensure that soap and water or alcohol-based (60-95%) hand sanitizer is provided in the workplace. Consider staging additional hand washing facilities and hand sanitizer for employees (and customer use, if applicable) in and around the workplace.
- Regularly disinfect commonly touched surfaces (workstations, keyboards, telephones, handrails, doorknobs, etc.), as well as high traffic areas and perform other environmental cleaning.
- Some employers are required to have employees and contractors wear masks, face shields or face coverings and transit agencies are required to have riders wear face coverings. When masks or face coverings are required an employer must provide for exceptions and accommodations to comply with applicable laws. Employers should review and implement the [Mask and Face Covering Guidance for Business, Transit and the Public](#) to ensure compliance with the requirements and recommendations.
- Consider upgrades to facilities that may reduce exposure to the coronavirus, such as no-touch faucets and hand dryers, increasing fresh-air ventilation and filtration or disinfection of recirculated air, etc. Consider touchless payment method when possible and if needed.
- Limit the number of employees gathering in shared spaces. Restrict use of shared spaces such as conference rooms and break rooms by limiting occupancy or staggering use.
- Restrict non-essential meetings and conduct meetings virtually as much as possible. If in-person meetings are necessary, follow physical distancing requirements.
- Consider regular health checks (e.g., temperature and respiratory symptom screening) or symptom self-report of employees, if job-related and consistent with business necessity.
- Train all employees in safety requirements and expectations at physical worksites.

Employee leave and health insurance

Be aware of federal and state protected leave and paid leave laws (if applicable) and requirements for health insurance coverage:

- Advise employees to stay home and notify their employer when sick.
- Review and comply with any applicable requirements for maintaining employee health insurance coverage.
- Healthcare provider documentation is generally not required to qualify under federal and state leave laws due to COVID-19 related circumstances or to return to work.
- Review and comply with any applicable required federal and state leave law protections for employees who are unable to work due to COVID-19 related circumstances.
- Determine whether your business can extend paid or unpaid leave and if feasible adopt a temporary flexible time off policy to accommodate circumstances where federal or state law does not provide for protected or paid leave.
- Develop an action plan consistent with federal and state guidance if an employee develops symptoms while in the workplace, tests positive for COVID-19 or is determined to be presumptively positive by a public health authority.

Downsizing and layoffs

If downsizing or other workforce adjustment measures are necessary, adhere to applicable state and federal requirements regarding notice of layoffs and recalls for affected workers:

- Determine whether alternatives to layoff may be feasible such as furloughs or reduced schedules.
- Refer employees to resources including filing for unemployment benefits and community services.
- Create a plan for recalling employees back to work.

Union workplaces

If you have a unionized workforce, determine obligations to bargain with the union or unions which represent your employees.

Links to additional information:

For the most up to date information from Public Health and the CDC:

- <https://sharedsystems.dhsoha.state.or.us/DHSForms/Served//LE2356.pdf>

- <https://www.oregon.gov/oha/PH/DISEASESCONDITIONS/DISEASESAZ/Pages/emerging-respiratory-infections.aspx>
- <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

For COVID-19 Guidance from the State and Federal Sources:

Resources for businesses and employers to plan, prepare, and respond to COVID-19, which is available in English, Spanish, Chinese, Vietnamese and Korean:

www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html

- Oregon Bureau of Labor and Industries: Coronavirus and Workplace Laws. <https://www.oregon.gov/boli/Pages/Coronavirus-and-Workplace-Laws.aspx>
- Department of Labor Guidance: Employer Paid Leave Requirements for Covid-19 related circumstances. <https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>
- General guidance for businesses and employers to help them plan, prepare, and respond to COVID-19: www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html
- Workplace cleaning and disinfecting recommendations, including everyday steps, steps when someone is sick, and considerations for employers: www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html
- Safety practices for exposures in the workplace:
 - Cleaning and disinfection practices post exposure: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
 - Safety practices for workers who may have had exposure to a person with COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/community/critical-workers/implementing-safety-practices.html>
- OSHA guidance on preparing workplaces for COVID-19:
 - Oregon OSHA: <https://osha.oregon.gov/Pages/re/covid-19.aspx> (English and Spanish links)
 - National OSHA: English: www.osha.gov/Publications/OSHA3990.pdf, and Spanish: www.osha.gov/Publications/OSHA3992.pdf
- Oregon Employment Department: COVID-19 Related Business Layoffs, Closures, and Unemployment Insurance Benefits: https://govstatus.egov.com/ORUnemployment_COVID19
- COVID-19 insurance and financial services information: <https://dfr.oregon.gov/insure/health/understand/Pages/coronavirus.aspx>

Additional resources:

- [Signs you can post](#)
- [Mask and Face Covering Guidance for Business, Transit and the Public](#)
- [OHA Guidance for the General Public](#)
- [CDC's Guidance for Administrators in Parks and Recreational Facilities](#)

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May 15, 2020

Mask and Face Covering Guidance for Business, Transit, and the Public

For purposes of this guidance the following definitions apply:

- “Business” means:
 - Grocery stores
 - Fitness-related organizations
 - Pharmacies
 - Public transit agencies and providers
 - Personal services providers
 - Restaurants, bars, breweries, brewpubs, wineries, tasting room and distilleries
 - Retail stores
 - Ride sharing services
- “Face covering” means a cloth, paper, or disposable face covering that covers the nose and the mouth.
- “Mask” means a medical grade mask.
- “Face shield” means a clear plastic shield that covers the forehead, extends below the chin, and wraps around the sides of the face.
- “Personal services providers” means barber shops, hair salons, esthetician practices, medical spas, facial spas and day spas, non-medical massage therapy services, nail salons, tanning salons, and tattoo/piercing parlors.
- “Fitness-related organizations” includes but is not limited to gyms, fitness centers, personal training, dance studios, and martial arts centers.

Businesses

A business **must**:

- Require employees, contractors and volunteers to wear a mask, face shield, or face covering, unless an accommodation for people with disabilities or other exemption applies.
- Provide masks, face shields, or face coverings for employees.

- If it is a transit agency, require riders to wear face coverings and provide one for a rider that does not have one, and develop policies and procedures as described below.
- Develop and comply with policies and procedures that provide for accommodations and exemptions from the mask or face covering requirement for employees and contractors based on:
 - State and federal disabilities laws if applicable, including the Americans with Disabilities Act (ADA) which protects people with disabilities from discrimination in employment and requires employers to engage in the interactive process for accommodations.
 - State or federal labor laws where applicable.
 - State and federal public accommodations laws that provide all persons with full and equal access to services, transportation, and facilities open to the public.
 - OHA public health guidance if applicable.
- If customers or visitors will be required to wear a face covering, develop a policy and post clear signs about any such requirements. A policy that requires customers and visitors to wear face coverings must:
 - Provide exceptions to the policy to accommodate people with certain health conditions, or children under two years of age.
 - Take into account that places of public accommodation must make reasonable modifications to their policy to allow people with disabilities to access their services.
 - Take into account that requiring people to wear face coverings affects people differently including people of color who may have heightened concerns about racial profiling and harassment due to wearing face coverings in public.
 - Consider whether to provide face coverings for customers or visitors who do not have one.
- Require employees and contractors to review the business's policies and procedures related to:
 - Employee accommodations and exemptions.
 - Customer and visitor face covering requirements.

A business should, but is not required to:

- Post signs about whether customers or visitors are required to wear face coverings in languages that are commonly spoken by customers and visitors
- Educate employees:
 - On how to safely work and communicate with people who cannot wear masks or face coverings.
 - That they may need to remove a mask or face covering for individuals who need to read lips or see facial expressions to communicate.

The Public

- When riding public transit, an individual must wear a face covering unless the individual:
 - Is under two years of age.
 - Has a medical condition that makes it hard to breathe when wearing a face covering.
 - Has a disability that prevents the individual from wearing a face covering.
- It is strongly recommended that individuals, including children between 2 and 12 years of age, wear a face covering at all times in settings like grocery stores or pharmacies, where it is likely that physical distancing of at least six feet from other individuals outside their family unit cannot be maintained, and vulnerable people must go.
- Because children between the ages of two and 12 years of age can have challenges wearing a face covering properly (e.g. not touching the face covering, changing the face covering if visibly soiled, risk of strangulation or suffocation, etc.) we urge that coverings be worn with the assistance and close supervision of an adult. Face coverings should never be worn by children when sleeping.

Additional Resources

- [OHA Guidance for the General Public](#)
- [OHA General Guidance for Employers](#)
- [OHA Sector-specific Guidance](#)

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You can get this document free of charge in other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsaha.state.or.us.



Phase One Reopening Guidance

Sector: Restaurants/Bars/Breweries/Tasting Rooms/Distilleries

Specific Guidance for Restaurants, Bars, Breweries, Brewpubs, Wineries, Tasting Rooms and Distilleries

Distancing and Occupancy:

Businesses must:

- Determine maximum occupancy to maintain physical distancing requirements and limit number of customers on premises accordingly.
- Ensure tables are spaced at least six (6) feet apart so that at least six (6) feet between parties is maintained, including when customers approach or leave tables.
 - Businesses will need to determine seating configuration to comply with these physical distancing requirements.
 - Remove or restrict seating to facilitate the requirement of at least six (6) feet of physical distance between people not in the same party.
 - If booth seating is back-to-back, only use every other booth.
- Limit parties to 10 people or fewer. Do not combine parties/guests at shared seating situations who have not chosen to congregate together. People in the same party seated at the same table do not have to be six (6) feet apart.
- If a business is unable to maintain at least six (6) feet of distance, except for brief interactions (for example, to deliver food to a table), it may operate only as pick up/to go service. This applies to both indoor and outdoor seating.

Employees:

Businesses must:

- Minimize employee bare-hand contact with food through use of utensils.
- Reinforce that meticulous hand hygiene (frequent and proper handwashing) is of utmost importance for all employees, including chefs, line cooks and waitstaff.
- Have employees wear gloves when performing cleaning, sanitizing, or disinfecting activities. Please note that for non-cleaning activities, non-Oregon Department of Agriculture (ODA) licensed facility employees are not required to wear gloves. Wearing gloves for activities that might overlap with food handling can foster cross-contamination. If businesses choose to have employees use gloves, they must provide non-latex gloves and employees must prevent cross-contamination by replacing gloves

after touching faces or changing tasks (e.g., food preparation versus taking out garbage). [See Food Code Fact Sheet #1-Minimizing Bare Hand Contact.](#)

- Review and implement [Mask and Face Covering Guidance for Business, Transit and the Public.](#)

Additional requirements for facilities licensed by the ODA:

- No bare-hand contact with food is permitted per their licensing requirements.

Operations:

Businesses must:

- Adhere to guidance outlined in this document, as well as all applicable statutes and administrative rules to which the business is normally subject.
- End all on-site consumption of food and drinks, including alcoholic beverages by 10 p.m.
- Prohibit customer self-service operations, including buffets, salad bars, soda machines and growler refilling stations.
- Disinfect customer-contact surfaces at tables between each customer/dining party including seats, tables, menus, condiment containers and all other touch points.
- Provide condiments, such as salt and pepper, ketchup, hot sauce and sugar, in single-service packets or from a single-service container. If that is not possible, condiment containers should not be pre-set on the table and must be disinfected between each customer or dining party. Disinfection must be done in a way that does not contaminate the food product. For example, do not use a spray device on a saltshaker.
- Not pre-set tables with tableware (napkins, utensils, glassware).
- Prohibit counter and bar seating unless the counter faces a window or wall and at least six (6) feet of distance is maintained between parties. This applies to all facilities including bars, breweries and tasting rooms. Counter and bar ordering are acceptable if the operation finds that this decreases worker exposure. The counter ordering approach requires that food and alcohol are taken to a table that meets distancing requirements for consumption and at least six (6) feet of physical distance is maintained among customers and employees during the ordering process.
- Ensure customers/parties remain at least six (6) feet apart when ordering.
 - Signs should be posted as necessary to ensure that customers meet the requirements of this guidance.
 - Mark designated spots on the floor where customers will wait in line.
- Frequently disinfect all common areas and touch points, including payment devices.
- Use menus that are single-use, cleanable between customers (laminated), online, or posted on a whiteboard or something similar in order to avoid multiple contact points.
- Prohibit use of karaoke machines, pool tables, and bowling.
- For use of juke box and coin-operated arcade machines, the same protocols should be followed as outlined for Video Lottery Terminals below.

To the extent possible, businesses should, but are not required to:

- Assign a designated greeter or host to manage customer flow and monitor distancing while waiting in line, ordering, and during the entering and exiting process. Do not block egress for fire exits.
- Limit the number of staff who serve individual parties. Consider assigning the same employee to each party for entire experience (service, bussing of tables, payment). An employee may be assigned to multiple parties but must wash hands thoroughly or use hand sanitizer (60-95% alcohol content) when moving between parties.
- Assign employee(s) to monitor customer access to common areas such as restrooms to ensure that customers do not congregate.
- Encourage reservations or advise people to call in advance to confirm seating/serving capacity. Consider a phone reservation system that allows people to queue or wait in cars and enter only when a phone call, text, or restaurant-provided “buzzer” device, indicates that a table is ready.
- Consider providing hand-washing facilities for customer use in and around the business. Hand sanitizer is effective on clean hands; businesses may make hand sanitizer (at least 60-95% alcohol content) available to customers. Hand sanitizer must not replace hand washing by employees.
- Post clear signs (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking employees and customers with symptoms to stay home, and listing who to contact if they need assistance.

Video Lottery Terminal (VLT) Operations:

Businesses must:

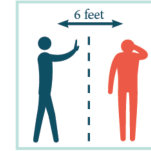
- Place VLTs at least six (6) feet apart, if there is space to do so. If VLTs cannot be spaced at least six (6) feet apart, the Oregon Lottery may turn off VLTs in order to maintain required physical distance between operating machines and players.
- Require individuals to request VLT access from an employee before playing; an employee must then clean and disinfect the machine to allow play. A business must not allow access to VLTs or change VLTs without requesting access from an employee.
- Consider a player at a VLT machine the same as a customer seated for table service.
- Limit one player at or around a VLT.
- Note: Oregon Lottery will not turn on VLTs until the agency is satisfied that all conditions have been met.
- Review and implement [General Guidance for Employers](#), as applicable.

Additional resources:

- [Signs you can post](#)
- [Mask and Face Covering Guidance for Business, Transit and the Public](#)
- [OHA Guidance for the General Public](#)
- [OHA General Guidance for Employers](#)
- [Food Code Fact Sheet #1-Minimizing Bare Hand Contact](#)

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Reopening Guidance FAQs

Restaurants and bars *(Updated 5-17-2020)*

Operations

Q1: Can tables be pre-set? It seems like pre-setting tables reduces additional exposure opportunities for employees and customers?

A1: No. Tables cannot be pre-set and left to sit without patrons. If an employee wants to pre-set a table immediately prior to seating a party, particularly if this minimizes interaction between staff and customers, that is an acceptable practice.

Q2: In bathrooms, do we need a door monitor? If yes, should this person be full time?

A2: To the extent possible, businesses should, but are not required to assign an employee(s) to monitor customer access to common areas such as restrooms to ensure that customers do not congregate. Businesses may also post clear signs to remind patrons to maintain physical distance.

Q3: Why is there a curfew of 10:00pm and what is this based on? Can tables finish eating at 10:00pm or does everyone have to be out at 10:00pm?

A3: All restaurants must end all on-site consumption of food and drink by 10 p.m. These businesses must be closed to the public at that time except for the purposes of take-out service. The last seating should occur to ensure compliance. The restaurant will determine how to comply based on its service model.

Q4: Do we clean with bleach or peroxide solution? Does it need to be stronger in certain places? How often, with what product and when should we clean?

A4: Cleaning food contact surfaces in the kitchen and “back of house” should be done in accordance with the [Food Sanitation Rules OAR 333-150-0000](#). For “front of house” areas, the U.S. Environmental Protection Agency has pre-approved certain products that are effective against similar viruses to COVID-19. All disinfectant products that meet this standard are located [here](#).

Not all disinfectants are approved for food contact surfaces and should be rinsed and sanitized following the label. Look for the “Disinfection” section on the label of the product chosen and use the maximum contact time and most concentrated dilution rate (amount of disinfectant to mix with water) in this section.

Q5: Will my dishwasher, when run on its usual cycle, kill the COVID-19 virus?

A5: Yes, dishwashers that meet the current standards in food code by using chlorine or a high temperature at 160F at the dish rack are effective in killing viruses.

Q6: Are people required to be seated for on-site food and beverage consumption?

A6: Counter service is permitted for the purposes of ordering and/or picking up food. Seating for consumption is strongly preferred to help ensure adherence to the six (6) feet of distancing requirement.

Q7: Do Local Public Health Authorities (LPHA) have to approve a restaurant’s reopening plan prior to implementation? Does a restaurant have to develop a written plan? Will a certificate of COVID-19 compliance be developed or required to document that a facility complies with the Governor’s reopening guidance?

A7: No. Facilities are required to follow the [OHA guidance](#) but do not need prior approval from LPHAs to develop a written plan or obtain documentation certifying compliance.

Q8: Restaurants are required to discontinue onsite service of food and alcohol at 10 pm, but when are they allowed to open?

A8: Restaurants and bars should open the next day based on regularly scheduled opening business hours. Restaurants should not attempt to get around the 10:00 pm required closure by re-opening at midnight.

Q9: Are restrooms required to be disinfected between each customer use?

A9: No. Restrooms should be cleaned and disinfected frequently and as necessary, but it is not required between use by each customer.

Q10: Can senior centers reopen for food service? Are there any specific limitations on operation since they serve older individuals?

A10: Yes. As long as senior centers are located in counties that have been approved to enter Phase 1, they can offer food service. The food service within senior centers must follow [OHA guidance](#) for restaurants and bars. Senior centers serve a vulnerable population so they may wish to take additional safety measures.

Q11: Can facilities like bowling alleys that provide food but offer an activity that is closed under the Governor's Executive Orders reopen the food service portion?

A11: Yes. If the facility opens only the food service portion and follows the [OHA guidance](#).

Q12: Are customer self-service operations, such as continental breakfast, buffets, salad bars, Mongolian barbecues, beverage refilling stations (growlers and soda), and yogurt machines still prohibited?

A12: Yes. Food must be dispensed by employees and customer self-service operations are still not allowed. A Mongolian barbecue can operate if the employees assemble the raw ingredients as they are selected by the customer prior to being cooked. Self-service operations in grocery stores, such as bulk foods and olive bars, are allowed.

Q13: Does phase 1 reopening include bars, tasting rooms, brew pubs and wine bars?

A13: Phase 1 allows all eating and drinking establishments to open. However, on-site consumption of food and drink must cease by 10:00 p.m.

Q14: Do musicians count as staff or are they part of the 25-person maximum?

A14: There is not a 25-person maximum for restaurant occupancy - only for gatherings. If musicians are playing at a civic gathering this would count towards the 25-person maximum. The maximum restaurant occupancy should be determined by the owner/manager based on the number of patrons that can be accommodated while maintaining six (6) foot distance between parties, including when customers approach or leave tables. Musicians that are able to maintain at least six (6) feet physical distance from customers—and each other is allowable.

Q15: Where are we supposed to obtain disinfectant sprays, wipes?

A15: Oregon Restaurant & Lodging Association (ORLA) maintains a [list](#) of cleaning product vendors available for businesses.

Q16: Where do we find guidance for tasting rooms?

A16: Guidance for Restaurants/Bars/Breweries/Tasting Rooms/Distilleries is all found in the same [document](#).

Q17: Do restaurants need to apply to reopen?

A17: No. Counties must apply to move into Phase 1. Once the county is approved to enter Phase 1, restaurants will no longer be required to limit themselves to take-

out/delivery. (If your OLCC license has lapsed due to non-payment, that needs to be renewed. Oregon Lottery will also need to inspect your VLT machines prior to activating them.)

Q18: Linen napkins versus paper napkins. Linen company retrieves used linens once a week. What is the suggested preference?

A18: Clean linen napkins are an acceptable practice. Pay careful attention to the storage of the used/dirty linens. Dirty linen should be stored in a plastic bag or other container with a lid.

Q19: Are there different regulations for those with Oregon Department of Agriculture (ODA) enforced food programs and Oregon Health Authority (OHA) enforced food programs?

A19: Generally, the only differences are in the use of gloves. Gloves are required for all food contact activities in facilities regulated by ODA. OHA regulated facilities should follow [Food Code Fact Sheet #1 – Minimizing Bare Hand Contact](#).

Q20: Would you suggest that restaurant silverware be rolled into the linen napkin?

A20: Yes, that is a good practice but not a requirement of food and beverage establishments.

Q21: Who would be the best contact to request more clarification on recommendations?

A21: Questions and requests for clarification on the state guidance should be submitted to covid19.reopening@dhsaha.state.or.us.

Q22: Are sushi trains and cart-style dim sum restaurants included under “self-service operations” banned under Phase 1?

A22: A sushi train is considered self-service and is not allowed since the small plates that go around on the conveyor belt are picked up by the customer.

If the customers are ordering from a dim sum cart but are not serving themselves, it would be allowed under the [OHA guidance](#). The facility should take precautions to protect the food on the cart from contamination while wheeling it around the restaurant.

Q23: Will there be specific guidance for bed & breakfasts and small lodging facilities opening for general tourism (specifically relating to food handling)?

A23: Lodging establishments should follow the [OHA guidance](#) in all of their food service operations.

Q24: Does the 10:00pm curfew for on-site food and beverage consumption apply to restaurants or cafes inside of hospitals or other health care facilities?

A24: No. The restrictions for on-site consumption do not apply to food service in health care facilities (including hospitals), child care facilities, workplaces, government buildings, emergency response facilities, school-based programs, or shelter and meal programs serving vulnerable populations.

Q25: Are customer seats upholstered with fabric or other porous material required to be disinfected between customers?

A25: No. There is no requirement to disinfect fabric upholstered seating between customers.

Q26: I have a liquor license. Where can I find OLCC guidance about reopening?

A26: The OLCC fact sheet for reopening can be found [here](#).

Q27: I would like to extend the premises of my business into a public or private space and serve alcohol, while maintaining physical distancing. Can I do this?

A27: OLCC has an application for extending your premises. You can find the application and instructions [here](#).

Q28: I have other questions about COVID-19 related to my liquor license. Where can I find answers?

A28: The OLCC maintains a FAQ sheet, which is updated regularly. You can find it [here](#).

Distancing and Occupancy

Q1: Can you clarify when bar/counter seating is allowed?

A1: If a counter/bar backs up directly against a wall or window, seating is allowed as long as at least six (6) feet of distance is maintained between parties. If there is any open area between the counter/bar and the wall or window, seating is not allowed.

Q2: How do you determine “maximum occupancy” to meet the Governor’s reopening guidance?

A2: The Governor’s guidance does not specify a maximum occupancy for food and beverage establishments. The establishment operator will need to determine how many customers they can accommodate while effectively maintaining the physical

distancing standard of six (6) feet between parties and staff. Parties sitting at the same table of 10 or fewer are allowed to be less than six feet apart.

Q3: Do delis and seating areas for food consumption in grocery stores have to follow the same OHA guidance for restaurants and bars?

A3: Yes.

Q4: If a booth has high seat backs can there be less than six (6) feet between dining parties?

A4: No. The physical distancing requirement of six feet must be maintained between customers that are not part of the same dining party.

Q5: If a restaurant installs plexiglass, plastic sheeting, or some other barrier between tables or lottery machines, can they be less than six (6) feet apart? Can a facility install plexiglass at the bar? Does this count as a wall or window so they can allow seating at the bar with six foot spacing between customers?

A5: No. The physical distancing requirement of six (6) feet must be maintained between customers that are not part of the same dining party. Installing barriers in a facility to separate customers from each other or staff may restrict or alter air flow in a way that could create stagnant air pockets.

Q6: Does the six-foot physical distancing requirement apply to outdoor seating?

A6: Yes. Six (6) feet of physical distance must be maintained between parties regardless of whether they are seated indoors or outdoors.

Q7: Can parties up to 25 people be accommodated in a banquet room if limited to 10 people at a table?

A7: No. [OHA guidance](#) states that parties must be limited to 10 people or fewer. People in the same party seated at the same table do not have to be six (6) feet apart.

Q8: Does a restaurant need to restrict access to sinks, urinals or toilets to ensure that customers meet the six-foot physical distancing requirements?

A8: No. However, to the extent possible, facilities should assign an employee(s) to monitor customer access to common areas such as restrooms to ensure that customers do not congregate.

Q9: For guests that sit and are served outside of a restaurant, are there any distance limitations from the building for guest seating?

A9: The OHA guidance does not include a minimum or maximum distance between a building and guest seating. Restaurants should check with your local city or county to check if your changes comply with local code.

Q10: Does the restaurant have to be set up so that customers entering a restaurant or walking through the restaurant to a table must maintain a (6) foot safety barrier between themselves and other customers throughout their trip to the table?

A10: There should be a six (6) feet of distance between any area where a customer is likely to linger (e.g., just inside the entrance or waiting for the restroom). If possible, the dining room should be set up to allow at least six (6) feet of distance at all times. However, in smaller restaurants where that is not feasible (e.g., would force the elimination of most capacity), it is acceptable for customers to briefly pass within six (6) feet of seated customers as they move to or from their table.

Q11: Is the six (6) foot rule from table to table? Or from seated customer to seated customer at another table?

A11: Tables need to be spaced at least six (6) feet apart so that there is at least six (6) feet of physical distance between people not in the same party.

Q12: Does an employee have to stand six (6) feet away when taking an order?

A12: For the safety of employees and customers, six (6) feet of physical distance between employees and customers must be maintained as much as possible, but the OHA guidance recognizes that for the purposes of ordering and serving food at a table, six (6) feet will not always be able to be maintained.

Q13: Can tasting rooms have outside music?

A13: Musicians that are able to maintain at least six (6) feet physical distance from customers and each other is allowable.

Q14: If a table faces a wall (or other barrier), and therefore the customer's back is to the room, do we still need six (6) feet behind the customer?

A14: Yes.

Q15: What are the rules for events in banquet spaces of hotels?

A15: Executive Order 20-25 only permits social and recreational gatherings of up to 10 people so long as at least six (6) feet can be consistently maintained between individuals from different households.

Employees

Q1: Why should employees use utensils instead of bare hands when handling food?

A1: Handwashing with plain soap and water may not be adequate to prevent the transmission of pathogenic microbes from hands to ready-to-eat foods during food preparation. ODA licensed facilities are not allowed to use bare hands when handling food per regulation of the ODA Food Code requirement section: 3-301.11 Preventing Contamination from hands.

Q2: Restaurant workers are concerned about wearing masks all day in a hot kitchen and buildup of Carbon Dioxide (CO₂.) Is there any data about risk of CO₂ and cloth face masks?

A2: Cloth face coverings are not airtight therefore it's unlikely that any CO₂ will buildup. Face coverings are worn to cover the nose and mouth to prevent spread of droplets from one person to another in a community setting.

Q3: Restaurant workers are concerned about wearing masks all day in a hot kitchen. What should workers do to prevent overheating, heat exhaustion or trouble breathing if they are required to wear a face covering?

A3: Workers should wear a face covering that they can freely breathe in and take breaks during the work hours to leave the hot kitchen. Businesses are required to provide masks, face shields, or face coverings for employees following [OHA guidance](#).

Q4: Are all employees required to wear face coverings or only front of the house employees that interact directly with customers? Are employees required to wear a mask or can they wear cloth face coverings instead?

A4: All food service employees, regardless of job task, are required to wear face coverings at all times while in the establishment. This includes cooks, employees working in drive thru areas and takeout restaurants that provide no indoor seating. Employees can use cloth, paper, or disposable face coverings.

Q5: Why is there a new mandate that all restaurant employees wear face coverings, given that we have not been required to wear them in the past?

A5: With customers eating on-site there is additional risk of exposure, in general. Recent studies have shown that wearing a face covering can reduce the spread of COVID-19.

Video Lottery Terminal (VLT) Operations

Q1: The restaurant VLT guidance says “place VLTs at least six (6) feet apart.” I believe I was told that businesses aren’t supposed to touch/move the machines themselves. **Is that right? Should the guidance really be that OLCC will inspect your machines and work with you on appropriate placement prior to activating?**

A1: VLTs are inspected by Oregon State Lottery (OSL). If a restaurant/bar needs to have them moved, they should contact OSL who will dispatch assistance from the closest field office. Before OSL can turn the machines back on, they have to be satisfied that the physical distancing requirements of six (6) feet have been met.

Q2: Does the 10:00 p.m. cutoff time apply to Video Lottery Terminals (VLTs)?

A2: Yes, the 10:00pm cutoff applies to Video Lottery Terminals (VLTs).

For individuals with disabilities or individuals who speak a language other than English, OHA can provide documents in alternate formats such as other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsoha.state.or.us.



COVID-19

REOPENING GUIDANCE

A GUIDE FOR THE
RESTAURANT INDUSTRY

PUBLISHED April 22, 2020

For other resources:
[RESTAURANT.ORG/COVID19](https://www.restaurant.org/covid19)



TO RESTAURANT OPERATORS GETTING READY TO REOPEN...

The purpose of guidance is just that, to offer you direction and provide a framework for best practices as you reopen.

But as the saying goes, the devil is in the details, and not every restaurant is the same and not every opening scenario will align. We recognize that not everyone has access to guidance, and that is where the National Restaurant Association can provide help.

- Make sure your person-in-charge has an up-to-date ServSafe Food Manager certification. The Food and Drug Administration requires every facility to have a person in charge on site during open hours and also directs that the person in charge should have a food manager certification.
- Provide ServSafe food handler training for your workers. They're your front line; educating them protects them, you and your guests.
- Make technology your friend. Contactless payment systems, automated ordering systems, mobile ordering apps, website updates and simple texts can help you to communicate and conduct business with reduced need for close contact. As you begin to reopen, keep communicating with customers (your hours, menu items, reservations, etc.), and help promote your social distancing and safety efforts.
- And some of the best advice comes from the Food and Drug Administration, which develops the Food Code we all rely on. Its newest guide, *Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic*, was just released. You can link to it [here](#).

As we continue to learn more about operating businesses during the COVID-19 pandemic, it's important to share with you the most current direction and advice from the experts at FDA, the Centers for Disease Control and Prevention, the Environmental Protection Agency, and other agencies. These documents will continue to reflect those best practices and will continue to be updated.



The National Restaurant Association partnered with representatives of the Food and Drug Administration, academia, the Conference for Food Protection, Ecolab, public health officials and industry representatives to develop a set of opening and operating guidelines to help restaurants return to full operation safely when the time comes.

This guidance is designed to provide you with a basic summary of recommended practices that can be used to help mitigate exposure to the COVID-19 virus, including:

- ✓ Food safety
- ✓ Cleaning and sanitizing
- ✓ Employee health monitoring and personal hygiene
- ✓ Social distancing

Combine this guidance with your existing policies as well as this new resource from the FDA, *Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic*.

Armed with information, ServSafe training and the recommendations of your local health departments, you can help secure a safe opening.

For the most comprehensive and up-to-date COVID-19 resources and information for the restaurant industry, visit restaurant.org/COVID19.

RETURNING RESTAURANTS TO SERVICE **SAFELY**



COVID-19

RESTAURANT RESPONSE

Food safety has always been a priority for the restaurant industry, for both guests and employees.

The basis of an effective food safety culture is the Food and Drug Administration Food Code, which for decades has served as the foundation for restaurant operating procedures as they relate to safe food handling. The guidance outlined in the Food Code is science-based and is designed to reduce and prevent the incidence of foodborne illness. Food Code requirements related to sanitation and personal hygiene in particular are the most reliable protocols available to combat risks related to the spread of COVID-19.

Local, state and federal regulators use the FDA Food Code as a model to develop or update their own food safety rules and to be consistent with national food regulatory policy.

AMONG THE REQUIREMENTS OF THE FOOD CODE THAT APPLY TO CORONAVIRUS MITIGATION ARE

- ✔ Prohibiting sick employees in the workplace
- ✔ Strict handwashing practices that include how and when to wash hands
- ✔ Strong procedures and practices to clean and sanitize surfaces
- ✔ Ensuring the person in charge of a foodservice facility is a certified food safety manager
- ✔ Ensuring the person in charge is on site at all times during operating hours



FOR MORE THAN 30 YEARS, THE NATIONAL RESTAURANT ASSOCIATION'S SERVSAFE PROGRAM HAS PROVIDED FOOD SAFETY TRAINING FOR BOTH MANAGERS AND FOOD HANDLERS.

ServSafe certifies food safety managers through an independently developed certification exam, which follows standards adopted by the Conference for Food Protection.

The Conference for Food Protection also collaborates with the FDA to develop the Food Code.

THE PURPOSE OF THIS GUIDANCE IS TO BUILD ON THE ALREADY ESTABLISHED BEST PRACTICES AND REQUIREMENTS AVAILABLE

that address specific health and safety concerns related to the spread of COVID-19, and to put those protocols into practice as state and local officials begin to open communities and businesses.

Operators should make use of these guidelines as they relate to their existing policies and procedures and in conjunction with instructions they receive from authorities during their reopening phase-in.



REOPENING GUIDANCE FOR EMPLOYERS

State and local officials may tailor the application of opening criteria to local circumstances (e.g., metropolitan areas that have suffered severe COVID outbreaks vs. rural and suburban areas where outbreaks have not occurred or have been mild).

To prepare to comply with opening procedures, operators should update their existing policies and operating procedures in accordance with the latest FDA, Centers for Disease Control and Prevention, and Environmental Protection Agency guidance and in accordance with local and state officials regarding:

- ✓ Social distancing and protective equipment
- ✓ Employee health
- ✓ Cleaning/sanitizing/disinfecting

ON FOOD SAFETY

- ✓ Discard all food items that are out of date.
- ✓ Where salad bars and buffets are permitted by local/state officials, they must have sneeze guards in place. Change, wash and sanitize utensils frequently and place appropriate barriers in open areas. Alternatively, cafeteria style (worker served) is permissible with appropriate barriers in place.
- ✓ If providing a “grab and go” service, stock coolers to no more than minimum levels.
- ✓ Ensure the person in charge is ServSafe certified and that their certification is up to date, and provide food handler training to refresh employees.

REOPENING GUIDANCE FOR CLEANING AND SANITIZING

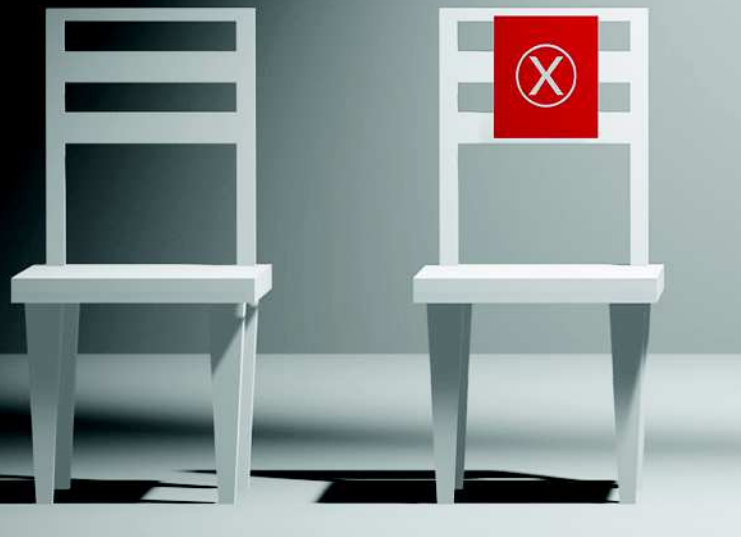
- ✓ Thoroughly detail-clean and sanitize entire facility, especially if it has been closed. Focus on high-contact areas that would be touched by both employees and guests. Do not overlook seldom-touched surfaces. Follow sanitizing material guidance to ensure it's at effective sanitizing strength and to protect surfaces.
- ✓ Avoid all food contact surfaces when using disinfectants.
- ✓ Between seatings, clean and sanitize table condiments, digital ordering devices, check presenters, self-service areas, tabletops, and common touch areas. Single-use items should be discarded. Consider using rolled silverware and eliminating table presets.
- ✓ Remove lemons and unwrapped straws from self-service drink stations.
- ✓ Clean and sanitize reusable menus. If you use paper menus, discard them after each customer use. Implement procedures to increase how often you clean and sanitize surfaces in the back-of-house. Avoid all food contact surfaces when using disinfectants.
- ✓ Check restrooms regularly and clean and sanitize them based on frequency of use.
- ✓ Make hand sanitizer readily available to guests. Consider touchless hand sanitizing solutions.





REOPENING GUIDANCE ON MONITORING EMPLOYEE HEALTH & PERSONAL HYGIENE

- ✓ Per existing FDA Food Code requirements, employees who are sick should remain at home.
- ✓ If an employee becomes ill or presents signs of illness, the operator should identify the signs during a pre-work screening and follow the business's established policies on when the ill employee is allowed to return to work. At a minimum, however, follow CDC guidelines – tell the employee to self-isolate for seven days from the onset of symptoms and be symptom-free for three days without medication.
- ✓ Taking employees' temperatures is at the operators' discretion. The CDC has not mandated taking an employee's temperature and any operator who chooses to do so should engage health officials first and adopt policies aligned with proper procedures. CDC guidance states the minimum temperature that indicates a fever is 100.4°F.
- ✓ Per CDC recommendations, face coverings have been shown to be effective tools to mitigate risk from individuals who show symptoms as well as those who don't, especially in close environments where it's hard for people to maintain a three- to six-foot distance. In some states and local jurisdictions, face coverings are required by government officials; some employers require them, too. In all cases, those coverings worn by employees should be kept clean in accordance with CDC guidance. CDC provides overall cleaning guidance [here](#).
- ✓ Train all employees on the importance of frequent hand washing, the use of hand sanitizers with at least 60% alcohol content, and give them clear instruction to avoid touching hands to face.



REOPENING GUIDANCE **ON SOCIAL DISTANCING**

- ✔ Update floor plans for common dining areas, redesigning seating arrangements to ensure at least six feet of separation between table setups. Limit party size at tables to no more than the established “maximums approved” as recommended by CDC or approved by local and state government. Where practical, especially in booth seating, physical barriers are acceptable. Consider a reservations-only business model or call-ahead seating to better space diners.
- ✔ Any social distancing measures based on square footage should take into account service areas as well as guest areas.
- ✔ Remind third-party delivery drivers and any suppliers that you have internal distancing requirements.
- ✔ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19 is to be permitted in the restaurant.
- ✔ Limit contact between waitstaff and guests. Where face coverings are not mandated, consider requiring waitstaff to wear face coverings (as recommended by the CDC) if they have direct contact with guests.
- ✔ If practical, physical barriers such as partitions or Plexiglas barriers at registers are acceptable.
- ✔ Use technology solutions where possible to reduce person-to-person interaction: mobile ordering and menu tablets; text on arrival for seating; contactless payment options.
- ✔ Provide hand sanitizer for guests to use, including contactless hand sanitizing stations, and post signs reminding guests about social distancing. Thank them for their patience as you work to ensure their safety.
- ✔ Try not to allow guests to congregate in waiting areas or bar areas. Design a process to ensure guests stay separate while waiting to be seated. The process can include floor markings, outdoor distancing, waiting in cars, etc. Consider an exit from the facility separate from the entrance. Determine ingress/egress to and from restrooms to establish paths that mitigate proximity for guests and staff.
- ✔ Where possible, workstations should be staggered so employees avoid standing directly opposite one another or next to each other. Where six feet of separation is not possible, consider other options (e.g., face coverings) and increase the frequency of surface cleaning and sanitizing.
Note: Face coverings may be required by government officials and/or restaurant operators to mitigate the distancing gap. If not mandated, face coverings are recommended by CDC and, when worn, they should be cleaned daily according to CDC guidance.
- ✔ Limit the number of employees allowed simultaneously in break rooms.
- ✔ With larger staffs, use communication boards to or digital messaging to convey pre-shift meeting information.

BEST PRACTICES

FOR RETAIL FOOD STORES, RESTAURANTS & FOOD/PICK-UP DELIVERY SERVICES DURING THE COVID-19 PANDEMIC

FDA is sharing information about best practices to operate restaurants, retail food stores and associated pick-up and delivery services during the COVID-19 pandemic to safeguard workers and consumers.

This addresses key considerations for how foods offered can be safely handled and delivered to the public. This is not a comprehensive list. FDA encourages consulting the references and links provided below (by CDC, FDA, EPA, and OSHA) for more detailed information. This will be updated as FDA receives further information and inquiries.

- [Managing Employee Health \(Including Contracted Workers\)](#)
- [Personal Hygiene for Employees](#)
- [Managing Operations in a Foodservice Establishment or Retail Food Store](#)
- [Managing Food Pick-Up and Delivery](#)

BE HEALTHY, BE CLEAN



- Employees - Stay home or leave work if sick; consult doctor if sick, and contact supervisor
- Employers - Instruct sick employees to stay home and send home immediately if sick
- Employers - Pre-screen employees exposed to COVID-19 for temperature and other symptoms



- Wash your hands often with soap and water for at least 20 seconds
- If soap and water are not available, use a 60% alcohol-based hand sanitizer per CDC
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Wear mask/face covering per [CDC](#) & [FDA](#)



- Never touch Ready-to-Eat foods with bare hands
- Use single service gloves, deli tissue, or suitable utensils
- Wrap food containers to prevent cross contamination
- Follow 4 steps to food safety [Clean, Separate, Cook, and Chill](#)

CLEAN & DISINFECT



- Train employees on cleaning and disinfecting procedures, and protective measures, per CDC and FDA
- Have and use cleaning products and supplies
- Follow protective measures



- Disinfect high-touch surfaces frequently
- Use EPA-registered disinfectant
- Ensure food containers and utensils are cleaned and sanitized



- Prepare and use sanitizers according to label instructions
- Offer sanitizers and wipes to customers to clean grocery cart/basket handles, or utilize store personnel to conduct cleaning/sanitizing

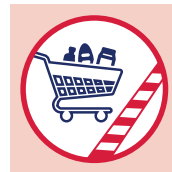
SOCIAL DISTANCE



- Help educate employees and customers on importance of social distancing:
 - Signs
 - Audio messages
 - Consider using every other check-out lane to aid in distancing



- Avoid displays that may result in customer gatherings; discontinue self-serve buffets and salad bars; discourage employee gatherings
- Place floor markings and signs to encourage social distancing



- Shorten customer time in store by encouraging them to:
 - Use shopping lists
 - Order ahead of time, if offered
- Set up designated pick-up areas inside or outside retail establishments

PICK-UP & DELIVERY



- If offering delivery options:
 - Ensure coolers and transport containers are cleaned and sanitized
 - Maintain time and temperature controls
 - Avoid cross contamination; for example, wrap food during transport



- Encourage customers to use "no touch" deliveries
- Notify customers as the delivery is arriving by text message or phone call



- Establish designated pick-up zones for customers
- Offer curb-side pick-up
- Practice social distancing by offering to place orders in vehicle trunks



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