

Hazards?	Who might be exposed and how?	Precautions in place
<p>Spread of Covid-19 Coronavirus</p>	<ul style="list-style-type: none"> ● Staff ● Visitors to your premises ● Cleaners ● Contractors ● Drivers ● Vulnerable groups – Elderly, Pregnant workers, those with existing underlying health conditions ● Anyone else who physically comes into contact with you in relation to your business 	<p style="text-align: center;"><u>Hand Washing</u></p> <ul style="list-style-type: none"> ● Hand washing facilities with soap and water in place. ● Stringent hand washing taking place. ● See hand washing guidance ● Drying of hands with disposable paper towels ● Gel sanitisers in any area where washing facilities not readily available <p style="text-align: center;"><u>Cleaning</u></p> <ul style="list-style-type: none"> ● Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, light switches, reception area using appropriate cleaning products and methods. <p style="text-align: center;"><u>Drivers/ Deliveries</u></p> <ul style="list-style-type: none"> ● Procedures in place for Drivers to ensure adequate welfare facilities available during their work - Reference ● Persons should not share vehicles or cabs, where suitable distancing cannot be achieved. ● Keep a distance from staff and workers <p style="text-align: center;"><u>Wearing of Gloves</u></p> <ul style="list-style-type: none"> ● Where Risk Assessment identifies wearing of gloves as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. <p style="text-align: center;"><u>Mental Health</u></p> <ul style="list-style-type: none"> ● Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help. <p style="text-align: center;"><u>Wearing of PPE</u></p> <ul style="list-style-type: none"> ● Where Risk Assessment identifies wearing of PPE as a requirement of the job, an adequate supply of these will be provided. Staff will be instructed on how to wear/remove PPE carefully to reduce contamination and how to dispose of them safely. <p style="text-align: center;"><u>Social Distancing</u></p> <ul style="list-style-type: none"> ● Social Distancing -Reducing the number of persons in any work area to comply with the 2-metre (6.5 foot) gap recommended by the Public Health Agency ● Taking steps to review work schedules including start & finish times/shift patterns, working from home etc. to reduce number of workers on site at any one time. Also relocating workers to other tasks. ● Redesigning processes to ensure social distancing in place. ● Conference calls to be used instead of face to face meetings. ● Ensuring sufficient rest breaks for staff. ● Social distancing also to be adhered to in canteen area and smoking area. ● Strict designated work areas assigned to avoid unnecessary contact

- Guest seating arranged to observe 2m distancing where possible or 1m+ with mitigation
- One-way system implemented where possible both in public and work areas
- One-in one-out policy for toilets with adequate waiting areas
- Staggered booking times/seating to avoid multiple guests arriving at once
- Dedicated servers to minimise contact

Symptoms of Covid-19

- If anyone becomes unwell with a new continuous cough or a high temperature in the workplace, they will be sent home and advised to follow the stay at home guidance.
- Line managers will maintain regular contact with staff members during this time.
- If advised that a member of staff or public has developed Covid-19 and were recently on our premises (including where a member of staff has visited other work place premises such as domestic premises), the management team of the workplace will contact the Public Health Authority to discuss the case, identify people who have been in contact with them and will take advice on any actions or precautions that should be taken.

Cross Contamination

- Table/bar ware to be cleaned / sanitized by dedicated staff using correct PPE
- Tables / tableware set up by dedicated staff prior to guest arrival using correct PPE
- Guests greeted/serviced from 2m where possible or 1m+ with mitigation using correct PPE
- Staff issued with individual stationary / work tools not to be shared
- Beverage bottles to be available for guests to 'self-serve'
- Staff to hand sanitize between every table interaction
- Touch surfaces regularly sanitized: (doorknobs / screens / furniture / waiter stations / switches / PDQ)

	•	