STAY SAFE MN

Restaurants and Bars under Executive Order 20-103

12/16/2020

Executive Order 20-103, which paused and does not allow certain activities, impacts restaurants and bars. Restaurants and bars must comply with the COVID-19 Preparedness Plan Requirements in this document for the three weeks between Friday, Dec. 18, 2020 at 11:59 p.m. through Sunday, Jan. 10, 2021, at 11:59 p.m.

Frequently asked questions about all Executive Orders may have additional clarifications about requirements and recommendations. See Frequently Asked Questions about Stay Safe MN (mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp) or Stay Safe Guidance for Businesses and Organizations (staysafe.mn.gov/industry-guidance/index.jsp)

Executive Order (EO) 20-103

EO requirements

The full executive order (EO) with requirements can be found at Executive Orders from Governor Walz (mn.gov/governor/news/executiveorders.jsp)

- **Social gatherings limited.** Social gatherings are limited as stated in Stay Safe in Social Gatherings (staysafe.mn.gov/individuals-families/social-gatherings.jsp). Most commercial activities are not considered social gatherings, so this change will not impact most industries.
- **Masks and face coverings required.** Executive Order 20-81, requiring face coverings in certain settings, remains in full force and effect. See Face Covering Requirements and Recommendations under Executive Order 20-81 (www.health.state.mn.us/diseases/coronavirus/facecover.html).
- **People at higher risk.** All people currently living within the State of Minnesota who are at higher risk of severe illness from COVID-19, as defined by Executive Order 20-55, are strongly urged to stay at home or in their place of residence and follow the provisions of Executive Order 20-55.
- **Work from home.** All people who can work from home must continue to do so.
- **Businesses and activities are affected differently.** For a full listing of all business and activity requirements and limitations, see the full executive order at Executive Orders from Governor Walz (mn.gov/governor/news/executiveorders.jsp). Many, but not all, businesses will have to pause in-

person activities for the next three weeks. Please review the guidance below for industry-specific requirements.

Executive Order and COVID-19 Preparedness Plan Requirements for Restaurants and Bars

Onsite consumption is prohibited indoors

The following establishments must stop all food and beverage service for all **onsite consumption indoors:**

- Restaurants, food courts, cafes, coffeehouses, bars, taverns, brewer taprooms, microdistiller cocktail rooms, farm wineries, craft wineries, cideries, golf courses and clubs, dining clubs, and other places of Public Accommodation that offer food and beverages for onsite consumption.

These establishments may offer food and beverages for offsite consumption using delivery services, window service, walk-up service, drive-through service, or drive-up service. Precautions must be taken to limit the potential transmission of COVID-19, including social distancing of 6 feet. Establishments offering food pick-up and delivery services are encouraged to consider the following best practices:

- FDA: Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic (www.fda.gov/food/food-safety-during-emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-updelivery-services-during-covid-19)
  Best practices for retail food stores, restaurants, and food pick-up/delivery services during the COVID-19 pandemic.
- FDA: Summary of Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic (www.fda.gov/media/136812/download)
  Infographic summary of the best practices.
- MDA: COVID-19: Customers Best Practices For Reusable Bags and Food Takeout Containers (www.mda.state.mn.us/sites/default/files/inline-files/COVID-19%20Reusable%20Bags-Takeout%20Containers%20BPs%20Mar%202020.pdf)
  Best practices for reusable bags and food takeout containers during the COVID-19 pandemic.

Onsite consumption is allowed outdoors

Restaurants, cafes, coffeehouses, bars, taverns, brewer taprooms, microdistiller cocktail rooms, farm wineries, craft wineries, cideries, golf courses and clubs, dining clubs, and other places of Public

Accommodations that offer food and beverages are allowed to offer food and beverage for **outdoor** onsite consumption, within the following parameters:

- All onsite consumption must take place outdoors. Indoor dining remains closed except for take-out and delivery.
  - A space is “indoors” if the space is:
    - Between the ground or other natural surface or a floor or similar surface and a canopy, cap, awning, ceiling, roof or similar structure, and

    - Bounded by a physical barrier, including but not limited to walls, partitions, retractable dividers, doorways, garage doors or windows, whether opened or closed and other types of barriers, that cover more than 50% of the combined surface area of the vertical planes constituting the perimeter of the space.
  - Indoor space may be temporary or permanent, finished or unfinished. A physical barrier bounding a space may be made of natural and manufactured materials. A 0.011 gauge window screen with an 18 by 16 mesh count is not a barrier.
  - Examples of spaces that are or can be indoor spaces include, but are not limited to: buildings, towers, stadiums, arenas, theaters, rotundas, domes, tents, pavilions, gazebos, igloos, trailers, and other enclosures.
- The number of customers at any one time is limited to the number for whom social distancing of 6 feet can be maintained between customers in different parties. Additionally, the number of customers is limited to no more than 50% of the capacity of the outdoor space, up to a maximum of 100 people, whichever number is smaller.
- Limit party size to four people.
- Ensure a minimum of 6 feet of distance between parties.
- Require patrons in all areas to be seated.
- Do not allow service or seating at bars.
- Require reservations
- No private parties, events, receptions, or other gatherings are allowed.
- Close the outdoor dining area between 10:00 p.m. and 4:00 a.m.
- Require workers to wear masks at all times.
- Strongly recommend that customers wear masks when not eating or drinking, particularly when social distancing cannot be maintained between members of other parties.
- Entertainment and games are not allowed.

Offsite consumption is allowed for retail establishments

Retail establishments who sell food to be **consumed offsite** are not included in this suspension so long as there is no onsite food consumption, including:

- Farmers' markets
- Grocery stores
- Pharmacies
- Drug stores
- Hardware stores
- Retail outlets
- Bakeries

- Food pantries

These settings must not offer food and beverage, including samples, for onsite consumption.

Certain facilities that serve food are not affected

The restrictions imposed by the executive order do not apply to the following:

- Health care facilities, child care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities.
- Crisis shelters, soup kitchens, and other emergency feeding locations.
- Restaurants and food courts inside of secure areas of airports.

Operational guidance

Customers picking up to-go orders

Up to five customers at a time may enter a food establishment to retrieve food or beverage orders that will be consumed offsite or outdoors. Queuing areas must be marked to provide for social distancing of 6 feet (for example, by using floor markings, lane lines, and/or marking of adjacent areas where customers may be waiting for service).

Drive-through and curbside delivery service is strongly encouraged.

Buffets, salad bars, and other customer self-service

Self-service buffets, salad bars, and other customer self-service food areas in restaurants must be closed.

Self-service beverage dispensers in take-out restaurants are allowed.

Customer self-service of salad bars and similar food areas in grocery and convenience stores for offsite consumption is allowed. Queuing areas must be marked to provide for social distancing of 6 feet (for example, by using floor markings, lane lines, and/or marking of adjacent areas where customers may be waiting for service).

Mobile food units and seasonal temporary food stands (“food trucks”)

Mobile food units and seasonal temporary food stands (“food trucks”) can operate. Staff must follow social distancing requirements to keep at least 6 feet apart, so trucks may have to operate with a limited number of staff.

Outdoor onsite consumption is allowed as described above.

Food courts, food halls, and other counter service within mixed-use retail spaces

Food court seating areas must be closed.

Food and beverages may be offered for offsite consumption only.

Employees at shopping malls and similar retail locations may obtain food at food courts to consume within designated employee break rooms.

Outdoor onsite consumption is allowed as described above.

Food and beverage service at lodging establishments

Dining rooms and bars at hotels, motels, and similar lodging establishments must be closed.

Lodging establishments may provide food service for guests under the following conditions:

- Continental breakfast and other self-service dining operations must close. Hotel staff may offer food in take-out containers or covered trays for guests to bring to their rooms.
- Guests may order take-out food and beverages from onsite restaurants to consume in their rooms.
- Room service is allowed. Food should be delivered to rooms in wrapped containers or on covered trays.
- Guests may purchase items from vending areas or retail operations and take them to their rooms.

Outdoor onsite consumption is allowed as described above.

Employees

If staff had close contact with someone with diagnosed or suspected COVID-19, has COVID-19 symptoms or tested positive for COVID-19, follow MDH's guidelines for COVID-19: When to Return to Work (www.health.state.mn.us/diseases/coronavirus/returntowork.pdf).

In Minnesota, restaurants and hospitality are not part of critical infrastructure.

A 14-day quarantine is recommended for people who have been exposed to COVID-19. In some circumstances, a shortened quarantine period may be possible.

For more information, see Close Contacts and Tracing: COVID-19 (www.health.state.mn.us/diseases/coronavirus/close.html) andQuarantine Guidance for COVID-19 (www.health.state.mn.us/diseases/coronavirus/quarguide.pdf).

Key requirements for continuing operations

- ✓ Businesses and employers providing food and beverages must develop and implement a COVID-19 Business Preparedness Plan that addresses the following components.
- ✓ Businesses must assign a designated Plan administrator to ensure the Plan is evaluated, monitored, executed, and updated.
- ✓ Employers must ensure workers can access the Plan by posting the plan in all of the business's workplaces in readily accessible locations, as required.

Worker protections and protocols for all workplaces

Face coverings and masks

All workers must wear face coverings as required by this guidance. As of July 25, 2020, people in Minnesota are required to wear a face covering in all indoor businesses and public indoor spaces, per Executive Order 20-81. Additionally, the Executive Order requires workers to wear a face covering when working outdoors in situations where social distancing cannot be maintained. The Executive Order

includes exemptions for people who are unable to wear or tolerate a face covering due to medical or mental health conditions or other reasons. There are also situations in which a face covering may be temporarily removed, such as when eating or drinking, provided that social distancing is maintained between members of different parties. Businesses and venues may choose to have more protective requirements than those in the Executive Order.

As explained in the following sections, this guidance requires all workers in bars and restaurants to wear a face covering that covers their mouth and nose when in any part of the restaurant or bar — whether indoors or outdoors — unless a worker is working alone in an office or other enclosed or separated area where food is not stored, handled, or prepared. This guidance allows workers to wear face shields when a cloth face covering cannot be worn—such as when working in hot kitchens.

As required by EO 20-81, customers must wear face coverings in indoor public settings and indoor businesses — including restaurants and bars — although individuals are permitted to remove their face coverings temporarily when eating or drinking provided that at least 6 feet of social distance can be maintained between parties. Businesses are allowed to require customers to wear face coverings even when not required by the EO 20-81 — for example, when in outdoor seating areas of a bar or restaurant.

Refer to EO 20-81 and the following guidance documents for additional information about exemptions for people who are unable to wear or tolerate a face covering due to medical or other reasons, situations in which a face covering may be temporarily removed, and other information about what businesses are required or permitted to do with respect to worker and customer face coverings: Face Covering Requirements and Recommendations under Executive Order 20-81 (www.health.state.mn.us/diseases/coronavirus/facecover.html) and Frequently Asked Questions about the Requirement to Wear Face Coverings (www.health.state.mn.us/diseases/coronavirus/facecoverfaq.html).

Ensure sick workers stay home

- Establish health screening protocols for workers at the start of each shift (e.g. health screening survey, taking temperature). See the Minnesota Department of Health (MDH)'s Visitor and Employee Health Screening Checklist (www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf). The checklist is also available in Hmong, Somali, and Spanish on Businesses and Employers: COVID-19 (www.health.state.mn.us/diseases/coronavirus/businesses.html).
- Workers with COVID-19 symptoms should be sent home immediately. If they cannot be sent home immediately, isolate in a closed room until they can be sent home. Workers who have been in close contact with a household member with COVID should not be at work until their quarantine period is finished.
- Establish communication protocols and steps to take when workers have been exposed to COVID-19 in the workplace.
- Designate an individual to maintain communication with and gather information from workers who may be ill, to ensure the privacy of workers is maintained.

- Establish worker sickness reporting protocols.
- Establish protocols for workers to return to work, and follow MDH guidance COVID-19: When to Return to Work (www.health.state.mn.us/ diseases/coronavirus/returntowork.pdf).
- Establish a process to identify contact between infected workers and other workers who may have been exposed. (CDC: Interim Guidance for Businesses and Employers Responding to Coronavirus Disease 2019 (COVID-19), May 2020 [www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html]).
- Evaluate and adjust sick leave policies to reflect the need for isolation and incentivize workers who are sick to stay home.
- Provide accommodations for "high risk" and vulnerable populations. See CDC: People at Increased Risk (www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html). Vulnerable workers should be encouraged to self-identify, and employers should avoid making unnecessary medical inquiries. Employers should take particular care to reduce these workers' risk of exposure.
- Clearly communicate sick leave policies to all workers.

Social distancing – Workers must be least 6 feet apart

- Maximize remote working—workers who are able to work from home must work from home.
- Stagger shifts and breaks. Extend work hours and create additional shifts to reduce the number of workers per shift.
- Evaluate traffic patterns and "choke points" to reduce crowding at entrances, in hallways, elevators, waiting areas, break areas, common areas to maintain 6 feet of social distancing.
- Limit collective gatherings of workers to 10 people or less to maintain 6 feet of social distancing.
- Limit the number of people in restrooms to maintain 6 feet of social distancing.
- Ensure 6 feet of social distancing in work areas, including at workstations, productions lines, break rooms, meeting rooms, waiting rooms, lobbies, etc.
- Limit worker interaction across floors, buildings, campuses, worksites, etc.
- Increase physical space between workers and other workers, customers, and clients through the use of partitions and barriers of sufficient dimension and appropriate material, e.g., Plexiglas or taut heavy plastic curtains stretched and secured, as necessary, to protect workers.

Worker hygiene and source controls

- Ensure workers regularly wash their hands. Ensure handwashing and/or hand sanitizer facilities are readily available and appropriately stocked.
- Provide protective equipment and supplies, such as source control face coverings, face shields, gloves, hand sanitizer, disinfectants, and provide training when required and on proper use.
- Require workers to wear face coverings (e.g., cloth face coverings) that cover their mouth and nose in all parts of the restaurant, whether indoor or outdoor.

  - In instances where cloth face coverings cannot be worn (such as hot kitchens), face shields that wrap around the face and extend below the chin may be used in place of cloth face coverings.
  - Face coverings and shields must be maintained clean.
  - Workers are not required to wear a face covering if alone in an office or other enclosed or separated work area, provided that they are not handling or preparing food or in an area where food is stored, handled, or prepared.
- Post "handwashing" and "cover your cough" signs.
- Doors to multi-stall restrooms should be able to be opened and closed without touching the handles, opening devices, or powered door operators with the hand, whenever possible. If the door cannot be opened without touching the handle or door-operator with the hand, the business must ensure a trash receptacle is placed by the door to ensure a paper towel can be readily disposed of when operating the door. The location and positioning of waste receptacles should not interfere with Life Safety requirements (e.g., egress, evacuation, emergency equipment) or any reasonable accommodations provided under the Americans with Disabilities Act.
- Community drinking stations and water fountains should not be available for use. Touchless water filling stations may still be provided
- Provide tissues for proper cough/sneeze etiquette and no-touch disposal bins.

Workplace building and ventilation protocols

General building conditions: Businesses must assess the status and capacities of the utility systems within the building (e.g., ventilation, water supply, sewer, gas), as well as potential issues associated with vermin, molds, and mildew, prior to putting the building into an operational status.

- Follow established protocols for starting mechanical, electrical, plumbing, life-safety, and other systems after non-use according to the Authorities Having Jurisdiction.
- Assess the building for indications of pest and vermin infestation, and consult a pest control professional as appropriate.
- See CDC: Guidance for Reopening Buildings After Prolonged Shutdown or Reduced Operation (www.cdc.gov/coronavirus/2019-ncov/php/building-water- system.html).

Ventilation system start-up: Businesses must evaluate the operational capacity, and increase, improve, and maintain ventilation provided throughout the building.

- Increase the outdoor air percentage to increase dilution of contaminants, and eliminate recirculating, whenever possible, while maintaining indoor air conditions.
- For heating, ventilation, air conditioning (HVAC) systems that recirculate air, businesses need to improve central air filtration to at least the MERV-13 or the highest compatible with the filter rack (at least MERV-14 preferred), and seal the edges of filters to further limit by pass around the filters.
- Replace and upgrade air filters prior to re-occupancy.
- Run systems on full economizer as outside air conditions allow.

- Consult an HVAC professional to ensure proper ventilation is maintained.

Day-to-day operations: Once systems are in a safe operational status, businesses should ensure the following practices and protocols are maintained:

- Continuously maximize fresh air into the workplace, and eliminate air recirculation.
- Maintain relative humidity levels of RH 40-60%.
- Keep systems running longer hours (24/7 if possible) to enhance the ability to filter contaminants out of the air.
- Add a flush cycle to the controls of the HVAC system, and run HVAC systems for 2 hours before and after occupancy.
- Check and rebalance the HVAC system to provide negative air pressure whenever possible.
- Supplement ventilation system with the use of portable HEPA filter units whenever possible.
- Minimize airflow from blowing across people.
- Consult an HVAC professional or the American Society of Heating, Refrigerating and Air-Conditioning Engineers to ensure proper ventilation is provided, and ventilation systems are properly maintained. See Coronavirus (COVID-19) Response Resources from ASHRAE and Others (www.ashrae.org/technical-resources/resources).

Workplace cleaning and disinfection protocols

- Establish a documented sanitation schedule and checklist, identifying surfaces/equipment to be cleaned and disinfected, the agent to be used, and the frequency at which cleaning and disinfection occurs.
- Routinely clean and disinfect all areas, such as offices, restrooms, locker and changing rooms, common areas, including floors, shared electronic equipment, machinery, tools, controls, etc.
- Frequently clean and disinfect all high-touch items, such as doorknobs, countertops, barriers, railings, handles, and other surfaces.
- Electronic devices (e.g., light switches, circuit breakers) should not be cleaned and disinfected with a liquid agent. Consider covering switches/devices with a poly covering that allows the user to manipulate the device without touching the switch, and change out the poly covering frequently. Electronic devices must be cleaned and disinfected only when disconnected from the power source, and cleaned and disinfected in accordance with the listing/labeling requirements.
- Personal equipment, tools, and phones should not be shared or, if shared, should be cleaned and disinfected after each use.
- Implement immediate cleaning and disinfecting of the workplace if a worker, client or visitor becomes ill with COVID-19. See CDC: Cleaning and Disinfecting Your Facility (www.cdc.gov/coronavirus/2019-ncov/ community/disinfecting-building-facility.html).
- Select appropriate and ensure the needed supply of disinfectants – consider effectiveness and safety. The U.S. Environmental Protection Agency's (EPA) List N has identified a list of products that

meet EPA's criteria for use against SARS-CoV-2. See EPA List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19) (www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2).

- Review product labels and Safety Data Sheets, follow manufacturer specifications, and use required personal protective equipment for the product.

Drop-off, pick-up, and delivery practices and protocol

- Businesses must provide for contactless deliveries that promote for delivery at a doorway, where persons maintain a distance at least 6 feet away while verifying receipt of the delivery between the worker and the delivery person. Whenever possible, businesses should attempt conduct transactions electronically (e.g., app, phone) to eliminate the need for close contact between workers and delivery personnel.
- Workers must maintain a distance of 6 feet or greater from others during interactions while receiving or exchanging deliveries.
- Workers must minimize the unnecessary exchanging or sharing of scanners, pens, or other tools with delivery personnel.

Communications and training practices and protocol

- All workers and members of management must be trained regarding COVID-19 exposure, use of protective equipment and supplies, as well as applicable policies, procedures, practices, and protocols. The training must be provided by and paid for by the business. The training must be provided in a manner and language that each employee can understand, and must be adjusted to reasonably accommodate all limiting factors present. See OSHA's Resource for Development and Delivery of Training to Workers (www.osha.gov/Publications/osha3824.pdf). See also Minnesota's Small Assemblies for Testing and Training (www.dli.mn.gov/sites/default/files/pdf/COVID-19_training_facilities.pdf) for guidance with facilitating training for employees while addressing COVID-19 implications.
- Businesses must ensure the COVID-19 Business Preparedness Plan is posted at all of the business's workplaces in readily accessible locations, and is shared with and reviewed by all workers.
- Businesses must ensure the necessary or required rules and practices are communicated to workers, and adequately enforce their provisions.
- Workers must ensure they comply with and follow established rules and practices.
- Communication to educate customers about the steps being taken for their protection to mitigate the spread of COVID-19 is encouraged. Protective measures should be communicated to customers prior to their visit to inform them of their role in protecting the workers and other customers.

Helping customers minimize transmission

Requirements

- Post signage at the entry of the business and develop messaging via websites, advertisements, or other marketing explaining that if customers do not feel well or have any symptoms compatible with COVID-19, they should stay home as much as possible. They should also stay home if they have a

household member experiencing symptoms compatible with COVID-19. Refer to CDC: What to Do if You are Sick or Caring for Someone Who is Sick (www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/index.html).

- If customers begin to feel unwell while in the business, they must leave immediately and isolate themselves at home. See CDC: Interim Guidance for Businesses and Employers Responding to Coronavirus Disease 2019 (COVID-19), May 2020 (www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html).
- Advise customers to wash and/or sanitize their hands upon entering the business, and to regularly wash and/or sanitize their hands while at the business.
- Require customers to wear a face covering or mask, other than when eating or drinking. More information about face covering requirements and exemptions is available at Masks and Face Coverings (www.health.state.mn.us/diseases/coronavirus/prevention.html#masks). Additional resources are also available on Face Covering Requirements and Recommendations under Executive Order 20-81 (www.health.state.mn.us/diseases/coronavirus/facecover.html) and Frequently Asked Questions About the Requirement to Wear Face Coverings (www.health.state.mn.us/diseases/coronavirus/facecoverfaq.html). Cloth face coverings are NOT a substitute for maintaining a social distance of 6-feet from other people. For additional information about cloth face covering and how to make, wear, and wash them, refer to CDC: Use of Masks to Help Slow the Spread of COVID-19 (www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html).
- Make sure that surfaces (e.g. terminals, carts, touch screens) are wiped down before and after each use by a customer. Ensure that wipes or other tools used for cleaning and disinfecting are properly disposed of.

Recommendations

- Advertise business protocols, advising customers of the added COVID-19 precautions that will be taken prior to their arrival at the business. Use websites, social media, pre-reservation phone calls and confirmations, and other outlets to educate customers on the steps being taken for their protection and the protection of workers.
- Advise and encourage customers to conduct a self-check of their body temperature the day of their visit to the business.
- Unless otherwise required by other sector-specific guidance (See “Personal Care Services”), encourage customers to review a screening survey that checks for COVID-19 symptoms, close contacts with confirmed cases and quarantined cases, and out of state travel. See Visitor and Employee Health Screening Checklist (www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf).
- Encourage customers who may be at higher risk for severe illness consider delaying visits to restaurants and bars (see CDC: People at Increased Risk (www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html).

Additional protections and protocols

Additional protections for receiving or exchanging payment

- Contactless payment should be used whenever possible. Utilize an electronic fund-transfer service or credit-card payment method that allows the client or customer to fully initiate and complete the payment transaction remotely, or while separated from the worker.
- When contactless payment is not possible, payment must be made in a manner that allows for at least 6 feet of distance between the worker and customer.
- During check-in and check-out, the configuration at the payment stations, and the space between the worker and the customer must allow for social distancing of at least 6 feet, or a physical barrier must be installed.
- Install barriers of sufficient dimension and appropriate material, e.g. Plexiglas or taut heavy plastic curtains stretched and secured, as necessary, to protect worker at the check-in and check-out counter.

Additional protections and protocol for managing occupancy

- The number of customers at any one time is limited to the number for whom social distancing of 6 feet can be maintained between customers in different parties.
  - Additionally, the number of customers is limited to no more than 50% of the capacity of the outdoor space, up to a maximum of 100 people, whichever number is smaller.
- Customers must be seated.
- Seating at bars or counters is prohibited.
- No more than four customers may be seated together at any one time.
- For establishments that do not offer table service, customers may order food or beverages at a service counter if social distancing is maintained between all staff and customers.
  - Customers in queuing areas must maintain social distancing of at least 6 feet from other customers, and queuing areas must be marked to provide for social distancing (for example, by using floor markings, lane lines, and/or marking of adjacent areas where customers may be waiting for service).
- Establishments that offer table service must not serve customers at a bar or service counter.
- Require reservations with call-ahead seating or online reservations to better space customers and eliminate waiting.
  - On-site reservations may be taken as long as social distancing is maintained between parties and occupancy limits are not exceeded.

Events and celebrations prohibited

Events, parties, receptions, celebrations, and other gatherings are not allowed.

Additional protocol to limit face-to-face interaction in settings where face-to-face interaction is part of the service

- Workers must always wear a face covering to cover their mouth and nose when working with a customer, in both indoor and outdoor settings. See CDC: Use of Cloth Face Coverings to Help Slow the Spread of COVID-19 (www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth- face-coverings.html).
- Under Executive Order 20-81, customers are required to wear face coverings at any time when not eating or drinking and in an indoor business, including bars and restaurants.
  - Businesses may require customers to wear face coverings when in outdoor areas of their establishments.

Additional protections and protocols for distancing and barriers

- Provide hand sanitizer at the entrance, point of purchase, and prominent locations for customers.
- Check-out areas and other areas of congestion should be marked to provide for social distancing of at least 6 feet, including floor markers for distance, lane lines, and marking of adjacent areas where customers may be waiting for business access.
- Space, configuration and flow of the establishment should be evaluated to allow for social distancing of 6 feet by all workers and customers.

Additional protections and protocols specific to bars, restaurants, and other retail food settings

- Continue following MDH's requirements for reporting food worker illness and exclusion: Illness Reporting for Food Establishments (www.health.state.mn.us/people/foodsafety/dwi/empillfs.pdf).
- Train and remind workers, using visual reminders, of required hand hygiene practices, including handwashing procedure and frequency, restricting bare hand contact with ready-to-eat food, proper glove use, and COVID-19 precautions when reopening establishments.
- Recommended best practice: Plan worker schedules so that teams work together, when practical. For example, Aaden, Javier, and Ann always work together, Hodan, Dawb, and Peter always work together, but members of one team never work with another team. Scheduling in teams can help to reduce exposures within the staff.
- Clean and sanitize food contact surfaces according to the Minnesota Food Code.
  - Follow the manufacturer's label to ensure that appropriate products are used to sanitize food contact surfaces. Not all disinfectants are appropriate for food contact surface sanitizing.
  - Clean and sanitize food contact surfaces, food preparation surfaces, and beverage equipment after each use.
  - Follow the manufacturer's instructions for all cleaning and disinfection products. For example, concentrations, application method, contact and drying time, and the use of personal protective equipment, and do not mix products together.

  - Clean and disinfect reusable menus after each use. If using paper menus, discard them after each customer use.
  - Recommended best practice: Consider providing cleaning and disinfection kits (sprays or buckets, hand sanitizers, or other cleaning supplies) that are readily accessible throughout the establishment for areas that will be cleaned and disinfected frequently.
- Do not allow guests to congregate in checkout and waiting areas, self-service food and beverage areas, outside restrooms or in bars, and maintain a minimum of 6 feet of social distancing.
- Position workstations so workers avoid standing directly opposite one another or next to each other.
- Use communication boards or digital messaging to convey pre-shift meeting information rather than holding staff meetings.

GENERAL FOOD SAFETY

Businesses that have been closed or operating at a reduced capacity

- Check expiration dates and discard all food items that are out of date or spoiled.
- Verify that refrigeration and freezers are operating at the required temperatures.
- Verify your warewashing machines are operating at the required wash and rinse temperatures and with the appropriate detergents and food contact surface sanitizers.
- Flush water lines, including equipment water lines and connections, according to the manufacturer's instructions.
- Clean and sanitize ice machines and ice bins.

All businesses

- Follow the requirements of the Minnesota Administrative Rules Chapter 4626, Food Code; Food Managers (www.revisor.mn.gov/rules/4626/).
- If providing a "grab and go" service, stock coolers to no more than minimum levels.
- Ensure handwashing sinks are accessible and fully stocked with soap, paper towels, handwashing sign, and trash bins.
- Ensure the person in charge is a Certified Food Protection Manager (CFPM) and that their certification is up to date.
- Provide food handler training to refresh employees.

Appendix A – Guidance for developing a COVID-19 Preparedness Plan

General

- Centers for Disease Control and Prevention (CDC): Coronavirus (COVID-19) (www.cdc.gov/coronavirus/2019-nCoV)
- Minnesota Department of Health (MDH): Coronavirus (www.health.state.mn.us/diseases/coronavirus)
- State of Minnesota: COVID-19 response (mn.gov/covid19)
- U.S. Food & Drug Administration (www.fda.gov/food/food-safety-during- emergencies/best-practices-retail-food-stores-restaurants-and-food-pick-updelivery-services-during-covid-19)
- American Institute of Architects (AIA) Re-occupancy Assessment Tool (www.aia.org/resources/6292441-re-occupancy-assessment-tool)
- Coronavirus (COVID-19) Response Resources from ASHRAE and Others (www.ashrae.org/technical-resources/resources)

Businesses

- MDH: Videos for COVID-19 Response (www.health.state.mn.us/diseases/coronavirus/materials/videos.html)
- CDC: Businesses and Workplaces (www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html)
- CDC: General Business Frequently Asked Questions (www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html)
- CDC: Interim Guidance for Businesses and Employers Responding to Coronavirus Disease 2019 (COVID-19), May 2020: (www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html)
- MDH: Businesses and Employers: COVID-19 (www.health.state.mn.us/diseases/coronavirus/businesses.html)
- MDH: Materials and Resources for COVID-19 Response (www.health.state.mn.us/diseases/coronavirus/materials/index.html)
- Minnesota Department of Employment and Economic Development (DEED): COVID-19 Information and Resources (mn.gov/deed/newscenter/covid/)
- Minnesota Department of Labor and Industry (DLI): COVID-19 Information for Minnesotans (www.dli.mn.gov/updates)
- Federal Occupational Safety and Health Administration (OSHA) (www.osha.gov)
- AIHA: Back to Work Safely (www.backtoworksafely.org)

Handwashing

- MDH: Videos for COVID-19 Response (www.health.state.mn.us/diseases/coronavirus/materials/videos.html)
  Handwashing videos translated into multiple languages

Respiratory etiquette: Cover your cough or sneeze

- CDC: How to Protect Yourself & Others (www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html)
- CDC: Coughing and Sneezing (www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html)
- MDH: Protect Yourself & Others (www.health.state.mn.us/diseases/coronavirus/prevention.html)

Social distancing

- American Institute of Architects Minnesota (AIA): COVID-19: Resources for Restaurants & Bars (www.aia-mn.org/2020info/covid-resources-restaurants-bars/)

Housekeeping

- CDC: Cleaning and Disinfecting Your Facility (www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html)
- CDC: Cleaning And Disinfecting Your Home (www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html)
- CDC: Cleaning and Disinfection for Community Facilities (www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html)
- Environmental Protection Agency (EPA): List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19) (www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2)

Employees exhibiting signs and symptoms of COVID-19

- CDC: What to Do If You Are Sick (www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html)
- MDH: If You Are Sick (www.health.state.mn.us/diseases/coronavirus/sick.html)
- MDH: Visitor and Employee Health Screening Checklist (www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf)
- MDH: COVID-19: When to Return to Work (www.health.state.mn.us/diseases/coronavirus/returntowork.pdf)
- State of Minnesota: Who should get tested? (mn.gov/covid19/for-minnesotans/if-sick/is-it-covid/index.jsp)

Training

- CDC: Prepare your Small Business and Employees for the Effects of COVID-19 (www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html)
- Federal OSHA: Guidance on Preparing Workplaces for COVID-19 (www.osha.gov/Publications/OSHA3990.pdf)

Food service employee health and hygiene

- MDH: Visitor and Employee Health Screening Checklist (www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf)
- MDH: COVID-19: When to Return to Work (www.health.state.mn.us/diseases/coronavirus/returntowork.pdf)
- MDH: Illness Reporting for Food Establishments (www.health.state.mn.us/people/foodsafety/dwi/empillfs.pdf)
- CDC: Use of Cloth Face Coverings to Help Slow the Spread of COVID-19 (www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html)
- MN Symptom Screener (mnsymptomscreener.minnesotasafetycouncil.org)

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Food service employee reopening training

- ServSafe: Free COVID-19 Training and Resources (www.servsafe.com/Landing-Pages/Free-Courses)

Food establishment reopening guidance

- CDC: Considerations for Restaurants and Bars (www.cdc.gov/coronavirus/2019-ncov/community/organizations/business-employers/bars-restaurants.html)
- FDA: Best Practices for Re-Opening Retail Food Establishments During the COVID-19 Pandemic–Food Safety Checklist (www.fda.gov/media/137867/download)
- FDA: Best Practices for Re-Opening Retail Food Establishments During the COVID-19 Pandemic Infographic (www.fda.gov/media/137868/download)
- National Restaurant Association: Reopening & Recovery (restaurant.org/Manage-My-Restaurant/Business-Operations/Covid19/Recovery)
- FDA: Food Safety and the Coronavirus Disease 2019 (COVID-19) (www.fda.gov/food/food-safety-during-emergencies/food-safety-and-coronavirus-disease-2019-covid-19)
- Minnesota Administrative Rules: Chapter 4626, Food Code; Food Managers (www.revisor.mn.gov/rules/4626)

Cleaning, disinfecting, and sanitizing

- EPA List N: Disinfectants for Use Against SARS CoV-2 (www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2)

- CDC: Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes (www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html)
- MDH: Cleaning and Sanitizing: Requirements for Equipment Food-Contact Surfaces (www.health.state.mn.us/communities/environment/food/docs/fs/cleansanfs.pdf)