

## Safe Reopening Plans

### SDSU Dining

**This is a general reopening plan in accordance with San Diego County COVID-19 guidelines for SDSU Dining. Detailed information for each location/operation will be completed and posted at the location.**

Designated Managers are responsible for training employees, implementing protocols and placing orders for PPE and cleaning/sanitizing supplies from the Aztec Shops Warehouse. Each restaurant and dining operation will have additional specific protocols to address unique physical distancing and cleaning/sanitation issues within the operation. The following guidelines have been reviewed by Aztec Shops leadership and fully implemented with approval by EH&S:

- <https://files.covid19.ca.gov/pdf/guidance-take-out-restaurants--en.pdf>
- <https://files.covid19.ca.gov/pdf/guidance-dine-in-restaurants--en.pdf>

#### **Health and Hygiene**

- Employees and Vendors are required to wear face coverings at all times when on campus
- Physical distancing of at least 6ft should be maintained whenever possible.
- Employees and Vendors will complete a self-evaluation for COVID-19 symptoms before coming to campus: [symptoms of COVID-19](#). Employees and Vendors exhibiting symptoms are to stay home and Employees will also notify Human Resources. Per the temperature check policy, all employees and vendors will have their temperature checked upon arrival to work/facility by the Manager on Duty: [COVID19 Employee Screening Policies and Procedures](#).
- Employees working on-site in dining units will be scheduled based on student and campus community needs. Other Dining support personnel will continue to work remotely until further notice.
- Employees are encouraged to wash/sanitize hands frequently throughout their shift.
- Employee breakrooms will be closed or tables/chairs will be separated to discourage congregating during breaks. Where possible, outdoor break areas with shade covers and seating will be available throughout the campus to ensure physical distancing.

#### **Physical Distancing Protocols**

- Floor markings are present to encourage physical distancing of at least six (6) feet. All locations will have directional signage displayed for traffic flow. If the maximum capacity of the area is reached, customers will be queued outside and will be let in on a one (1) out, one (1) in basis.
- Directional signage will be posted at each location and will direct customers how to enter and exit the location. Specific signage will be posted to ensure proper physical distancing.
- Signs posted outside will inform customers of the protocols to follow while shopping in all dining areas.
- Customers are required to wear face coverings while inside all dining areas. If a customer does not have a face covering upon entry, a disposable covering will be provided to wear while in the dining facility.
- Signage posted throughout the facility will remind customers to keep their face covering on and practice physical distancing for the entire duration of their time in the dining area. If dine-in is

allowed based on the Public Health Order and internal review, in certain locations, customers will be encouraged to dine in small groups and only congregate with roommate(s) or immediate family members. Customers practicing physical distancing while seated in a dining area will be able to eat without their face covering on. Buffets and other self-serve items will be replaced with a-la-carte ordering or wait service.

- Once dine-in service is allowed based on the Public Health Order with approval by EH&S, all dining areas have adjusted the maximum occupancy rules based on the size of the facility and have limited the number of people in each area at one time, using no more than 25% of the maximum occupancy.
- All dining areas will have adjusted occupancy signage posted.
- Common appliances for customer use, such as microwaves, will not be available.
- To encourage physical distancing, if customer traffic requires it, a Door Monitor will be stationed at the location entrance to manage guest capacity in conjunction with occupancy numbers mentioned below. Additionally, floor markings will inform customers where to stand in line to comply with proper physical distancing.
- Plexiglas barriers are at all ordering/pay areas. Cashless payment options are available throughout campus.

#### **Cleaning and Disinfecting Protocols**

- High traffic areas and commonly used surfaces, such as areas of ingress and egress including handrails, door handles and elevator controls will be sanitized every 30 minutes.
- Shared equipment and/or surfaces, including but not limited to Plexiglas barriers, baskets, pallet jacks, ladders, supply carts, door handles, faucets, countertops, telephones, time clocks, payment portals and styluses will be sanitized after each use.
- Surfaces in employee work areas such as but not limited to scanners, countertops, keyboards and registers will be sanitized after each shift and prior to any breaks.
- Hand sanitation stations will be located at the entrance of all dining areas as well as other locations throughout the facility. Hand sanitizer stations will also be available at time clocks and inside/outside the employee restroom. Hand sanitizer stations will be checked every (4) hours and refilled as necessary. Employees are encouraged to use these frequently throughout their shifts.
- Restrooms will be disinfected frequently. A cleaning schedule will be posted in each restroom.
- A team member will be designated each shift to oversee the implementation of additional sanitization and disinfection procedures.
- All cleaning schedules and maintenance logs will be reviewed and verified by management.
- Weekly inventory checks will be done to ensure all PPE supplies are stocked at all times and ordered before supplies run out.
- After each dining location closes, the contracted professional janitorial company will thoroughly clean all areas of the entire facility.
- Fogging will be completed if the need is determined by Aztec Shops with input from the University.