

Restaurant Guidelines Beginning Thursday May 21, 2020

(As part of week 4 re-opening)

1. **What Restaurants may open?** All restaurants may open beginning Thursday, May 21, 2020 but should follow the State's guidelines. The major points of the State's guidelines are summarized below.¹

2. **What about Indoor Dining?** In addition to Outdoor Dining and Drive-thru service, restaurants may allow indoor dining beginning May 21, 2020, subject to the following conditions:
 - a. **Limit indoor occupancy** to 50% of seating capacity.
 - b. **Seating guidelines:**
 - i. Enforce social distancing. This means that the restaurant should maintain at least six (6) feet of separation between dining parties so that no individual from any party shall be seated closer than 6-feet to any individual in a separate party.
 - ii. Dining parties should be limited to no more than six people. Exceptions can be made for larger family groups that live together.
 - iii. Clear paths must be designed to allow patrons to enter and exit the dining area without breaking the six (6) feet social-distancing barriers.
 - iv. Limit all customer's restaurant activity to dining only. This means that all restaurant or dining room playgrounds should remain closed and there should be no live music.
 - v. Do not allow patrons to congregate in waiting areas. Design a process to ensure patron separation while waiting to be seated or pick up their take-away order; the process can include ground markings, distancing, or waiting in cars.
 - vi. If possible, use an exit from the facility that is separate from the entrance.
 - vii. Where practical, implement a call-ahead seating model.
 - c. **Practical Prevention Guidelines:**
 - i. The use of non-touch or disposable paper menus discarded after each patron's use is strongly encouraged. If not feasible, reusable menus should be cleaned and sanitized between their use.
 - ii. Limit contact between workers and patrons by reducing the number of visits wait staff makes to each table.
 - iii. Mark ingress/egress to and from restrooms to establish paths that mitigate proximity for patrons and staff.
 - d. **Bar areas:** No patrons are permitted to sit or stand at the bar. Service from the bar directly to patrons waiting at the bar is prohibited. BUT the restaurant may use the tables and booths near the bar in the same manner as the other seating areas. An expedited outdoor alcohol service license is available for no additional fee from the ABCA.

¹ Note that this fact sheet is a summary only. Also, the information is the best available at the time of publication, (5/12/2020) but the rules are constantly evolving at the state level and may be refined. You should refer to the Governor's guidelines at the following web address for more detailed and current information before resuming or operating a restaurant:
<https://governor.wv.gov/Documents/GUIDELINES-Indoor-Dining-At-Restaurants-Updated.pdf>

e. Interacting with Customers

- i. Post signage on entrances that no one with a fever or symptoms of COVID-19 is permitted at the facility.
- ii. Where practicable, physical barriers such as partitions or plexiglass at cash registers or ordering windows should be used.
- iii. Use technological solutions where possible to reduce person-to-person interaction: mobile ordering, mobile access to menus to plan in advance, text on arrival for seating, and contactless payment options.

f. Employees

- i. Require all employees to wear cloth or disposable face coverings at all times. Such coverings shall be cleaned or replaced daily.
- ii. Screen all employees reporting to work daily for COVID-19 symptoms.
- iii. If an employee's temperature measures over 100 degrees, the employee should notify management and not return to work that day and any future days when the temperature is over 100 degrees.
- iv. Direct any employee who exhibits COVID-19 symptoms (i.e., answers yes to any of the screening questions or who is running a fever) to leave the premises immediately and seek medical care and/or COVID-19 testing, per CDC guidelines. Employers should maintain the confidentiality of employee health information.
- v. Train all employees on the importance and expectation of increased frequency of handwashing and the use of hand sanitizers with at least 60% alcohol; provide clear instruction to avoid touching hands to face.
- vi. Thoroughly detail, clean, and sanitize the entire facility prior to resuming dine-in services and continue to do so regularly. Especially focus cleaning and sanitation on high contact areas that would be touched by employees and patrons, as well as kitchen areas and equipment, and restrooms.
- vii. See the Governor's guidelines for more detailed information:
<https://governor.wv.gov/Documents/GUIDELINES-Indoor-Dining-At-Restaurants-Updated.pdf>

g. Food Handling

- i. The use of disposable containers and utensils is strongly encouraged. If disposable utensils are not available, silverware must be pre-rolled. Eliminate table presets.
- ii. Where restaurants use disposable containers and utensils, restaurants must place designated trash bins where patrons can dispose of all trash at the completion of their meal to minimize contact with wait staff. Bins should be placed in areas that do not create lines for patrons practicing proper social distancing.
- iii. Drinks should be served in cans or bottles. If cans or bottles are not available, disposable cups are strongly encouraged.
- iv. Do not offer self-serve salad bars or buffets in indoor or outdoor dining areas.
- v. No self-service food, drink, condiment or utensil stations are permitted.