



What are the hazards?	Who might be harmed	Procedures in place
Spread of Covid-19 Coronavirus	Guests	<ul style="list-style-type: none"> • We are currently not accepting cash payments • Contactless payments are preferred where possible. • Our Staff is instructed to obtain name and contact number for all guests visiting the restaurants to support the track and trace program. This is mandatory. • We recommend booking a table to avoid a lengthier process at the door with the track and trace support procedures. • Disposable menus will be used. • Hand sanitising stations are available at the entrance of the restaurants as well as toilets. Guest will be asked to sanitise their hands before being shown to their table. • One way systems have been introduced where possible and we ask guests to follow them • Tables and chairs have been adjusted in order to follow social distancing guidelines. • Guests are asked to remain seated unless to use the toilet. • We will operate a one in one out basis for the toilets. Please follow the signs on the floor when waiting to use the toilet. • Catch coughs and sneezes in tissues – Follow Catch it, Bin it, kill it. • Wash hands after coughing or sneezing. • If a guest develops any symptoms of COVID-19 within 14 days of their visit, they should contact the restaurant as soon as possible.

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Spread of Covid-19 Coronavirus	Staff receiving deliveries	<ul style="list-style-type: none"> • HACCP procedures still apply • Staff to wear disposable gloves and aprons when receiving deliveries • Ensure that social distancing is adhered to. • Where possible, staff should request for all products to be dropped in a safe area and confirm the delivery after delivery drivers have left. • Once finished, staff should dispose of gloves, masks and aprons. Staff should also wash their hand thoroughly before using another mask and returning to their workstation.

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Spread of Covid-19 Coronavirus	<ul style="list-style-type: none"> • Staff 	<ul style="list-style-type: none"> • Hand washing facilities with soap and water in place. • Stringent hand washing taking place. • Gel sanitisers in any area where washing facilities not readily available. • Catch coughs and sneezes in tissues – Follow Catch it, Bin it, kill it and to avoid touching face, eyes, nose or mouth with unclean hands. Cough/Sneeze in to elbow if tissues not available. • Wash/ sanitise hands straight away after coughing / sneezing. • Encourage staff to report any problems and carry out skin checks as part of a skin surveillance programme. • Managers to carry out temperature checks at the beginning of every shift and when returning to work, after breaks, with all members of staff and record it. • Frequently cleaning and disinfecting objects and surfaces that are touched regularly particularly in areas of high use such as door handles, handrails, reception area using appropriate cleaning products and methods. • Uniform to be changed at work. • All clothes and belongings to be left inside the lockers. Avoid bringing any unnecessary items to work. • Staff rooms to have a maximum of 2 members of staff at a time and adhering to social distancing. • Start times and breaks to be staggered to allow staff to change without exceeding the maximum of 2 members per staff room. • Any staff eating will take place on the main restaurant floors at tables designated by the site manager. No eating is to take place in the staff rooms. • Breaks will be a minimum of 30 minutes. No smaller breaks are allowed including for smoking. • Observe and adhere to social distance rules where possible. • Observe and follow one-way systems where these are available. • Always wear a face mask. All masks to be provided new at the beginning of a shift and kept cleaned. Replace when necessary. • Eye protective glasses are available but not mandatory. • Gloves are available but not mandatory. • If leaving the restaurant on their break, staff is required to change from uniform and upon returning, wash/sanitise hands before changing back into uniform. • Please ensure uniforms are washed after every shift • Staff should not come to work any earlier than stated on their rotas to avoid congestions outside staff rooms. • 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 any member of staff becomes unwell with any Covid-19 symptoms, they should not come into the workplace and contact their line manager immediately. • If advised that a member of staff or public has developed Covid-19 and were recently on our 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. • Managers / Supervisors on duty to carry out visual checks and ensuring that all staff is adhering to the procedures set out in this document.