

## **Great Western Dining Service, Inc. COVID-19 Prevention Plan**

Health and Safety are our number 1 priority. As we return to work, all GWD employees must adhere to the following:

1. Every employee will be required to have their temperature checked by the FSD and fill out the Employee Screening Form PRIOR to clocking in for his/her shift. All forms must be logged into the HACCP program.
2. Company supplied disposable masks will be required to be worn during the entire workday.
3. Take extra measures in deep cleaning the facilities with the approved sanitizer or disinfectant – see attached. Make sure you have a cleaning schedule posted. Reminder- these sanitizers & disinfectants can take several minutes to destroy viruses. You will need to develop an instructional plan on how to use these new chemicals safely and effectively.
4. Frequently wash hands using correct handwashing techniques.
  - Wet hands and arms. Use running water as hot as you can comfortably stand. It should be at least 100 degrees
  - Apply a good lather of soap
  - Scrub hands and arms vigorously. Scrub them for a minimum of 20 seconds. Clean under fingernails and between finger.
  - Rinse hands and arms thoroughly using running water
  - Use a single-use paper towel to dry hands and armsThe use of gloves is NOT a substitute for correct hand hygiene/washing.
5. Keep a safe distance from people – at least 6 feet apart when possible.
6. Cover your mouth and nose when coughing or sneezing and immediately wash your hands.

While GWD will require the above safety enhancements, please work directly with your client, local health department and regulatory authorities to ensure we are following their guidelines. Things to consider with the client are:

- Eliminate all buffet self-serve style meals
- Provide all items in disposable to-go containers
- Remove tables and chairs to maintain social distancing
- Adjust menus to adhere to new safety enhancements and meet the needs of the campus

The health and safety of our employees, students and clients is our utmost priority. We will ensure resources are directed in protecting people as we navigate through the “new normal”.