



El Charro[®]

HOME OF THE PUFFY TACO

EL CHARRO RESTAURANTS
COVID – 19 RESPONSE PLAN

El Charro Restaurants

Guests Rules and Expectations for Reopening

PERSONAL PROTECTIVE EQUIPMENT

Employees will be required to wear facemasks and gloves at all times while working inside the restaurant.

SEATING

- All parties dining in need to check in with an employee stationed at the door and will be asked to wait outside or in their cars until their table is ready.
- El Charro will notify guests via text message when their table is ready.
- All members of the party must be present in order to be sat at a table.
- All guests, including children, will be asked to remain seated at all times while dining, unless using a restroom.

HAND WASHING/SANITIZING

Please wash your hands for at least 20 seconds while inside the restaurant bathrooms. Hand sanitizer will also be available for guests upon request.

SOCIAL DISTANCING

All tables/seats inside the restaurant will stay 6ft apart from one another to ensure proper social distance guidelines are maintained. We ask that you maintain at least 6 feet of distance between yourself and other guests, who are not part of your party, at all times.

FEELING SICK?

Please stay home. As much as we have been looking forward to seeing/serving all of our loyal customers, we want to do everything possible to keep our guests and employees safe. If you are experiencing symptoms of the virus or simply not feeling well, please wait until you are feeling better to come visit us.

And finally... ENJOY!

We are so grateful for the support we've received over the past few months of carryout services and looking forward to seeing everyone back inside of our dining rooms for full service once again! That being said, please be kind, courteous and understanding to all of our El Charro staff members, as we are still adapting, learning and doing our best with these new "norms".

THANK YOU!!!

El Charro Restaurants COVID-19 RETURN TO WORKPLACE PLAN

These guidelines have been established based on information and requirements from the State of Michigan and the Centers for Disease Control and Prevention to address various scenarios you may face when returning to work at El Charro. It is our objective to maintain a safe environment and help everyone adapt to the new protocols required in today's challenging conditions.

Please follow these guidelines and use your best judgment to protect both yourself and others. Always plan to stay home if you are showing any symptoms or are concerned that you may have been exposed to the virus.

DAILY SCREENING REQUIREMENTS

- All employees that plan to work on-site at any El Charro Restaurant location will be required to complete a Covid-19 Health Assessment (attached). If an employee answers yes to any of the questions, he or she will be sent home immediately.

WHEN IN DOUBT, PLEASE STAY HOME

If you have a fever (100.4°F or higher), stay home and consult with your healthcare provider. These symptoms may appear 2-14 days after exposure to COVID-19:

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Red or purple tender bumps on the fingers or toes

*This list is not all-inclusive. Please consult your healthcare provider for any other symptoms that are severe or concerning to you.

NOTIFY MANAGER OF A SUSPECTED/CONFIRMED DIAGNOSIS & NEXT STEPS

- If you have symptoms or a suspected/confirmed diagnosis of COVID-19, please stay home and immediately notify a member of the El Charro Management team. Please provide an update on your condition after being assessed by a medical professional and also after receiving test results.

- **When an employee is identified as a confirmed case of COVID-19, within 24 hours, El Charro is required by law to notify both:**
(1) The local public health department, and

(2) Any co-workers, contractors, or suppliers who may have come into contact with the person with a confirmed case of COVID-19.

- El Charro will notify all employees if an individual (including a customer, supplier, or visitor) with a confirmed case of COVID-19 has visited the restaurant.
- Following a confirmed case of COVID-19 the entire premises will be fully disinfected by a professional cleaning crew if the individual has been on-site within 14 days of becoming ill.

REQUIRED TIME TO SELF-ISOLATE DUE TO SUSPECTED/CONFIRMED DIAGNOSIS

Employees will not be allowed into the building unless:

- At least 3 days (72 hours) have passed since “recovery” - defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and,
- At least 10 days have passed since symptoms first appeared or a positive test was received, whichever is longer.
- An employee that comes within six feet of a person with COVID-19 symptoms cannot return to work until either 14 days have passed since the last close contact with the sick or individual, or the symptomatic individual receives a negative COVID-19 test.

PERSONAL PROTECTIVE EQUIPMENT (P.P.E.) & DISINFECTANT SUPPLIES

El Charro will have the following items available at all times for staff members:

- Facemasks
- Face shields
- Gloves
- Hand sanitizer
- Hand soap

P.P.E REQUIREMENTS FOR STAFF INSIDE RESTAURANT

- Facemasks are required at all times while inside the restaurant. This includes inside the kitchen, bathrooms, server aisle, dining rooms, bar and patios.

PROPER USE OF P.P.E

- Wash your hands or use hand sanitizer before putting on a mask.
- Once the mask is securely in place, do not touch the mask or your face. Leave the mask in place until you are ready to remove it.
- When you are ready to take the mask off, avoid touching the outside of the mask.
- After wearing a mask in public, consider the outside contaminated or dirty until it is washed.
- If you need to take your mask off, have a designated place to keep it to avoid cross-contamination.
- Gloves must also be worn at all times while making and serving food.

MAINTAINING A CLEAN RESTAURANT

- All surfaces in the restaurant will be disinfected before opening and often throughout the day by staff.
- High-touch shared surfaces such as POS systems and door handles will be cleaned multiple times throughout the day. In addition, employees are encouraged to wipe down shared surfaces, with provided cleaners, prior to use for pro-active protection.
- The kitchen will be cleaned before each shift and again at the end of the night.
- Correct use of kitchen sanitizers and disinfectants will be monitored and ensured.
- Normal food safety preparation guidelines will continue to be followed.
- All food contact surfaces, dishware, utensils, food prep surfaces and beverage equipment will be washed and sanitized appropriately.
- Wash hands frequently throughout the day.
- Notify management if any unsafe working conditions are identified inside the restaurant so they can be immediately reviewed & addressed.
 - *Please notify management if you think of any further systems that could be implemented to further keep our staff members safe and healthy.
- Vendors delivering items inside the restaurant will be expected to maintain 6ft social distancing practices, if possible and wear their own face masks, if available.

PREVENTION OF SPREADING ILLNESS

- Practice social distancing whenever possible.
- Wash your hands regularly throughout the day.
- Cover cough and sneezes with an elbow or tissue.
- If you use a tissue, wash your hands or use sanitizer immediately after.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

CUSTOMER HEALTH AND SOCIAL DISTANCING

- Customers waiting for tables will be asked to wait outside or in their cars until they receive a text message stating we are ready to serve them.
- Entire party must be present before the table can be sat inside the restaurant.
- All guests, including children, are asked to stay seated during their visit, unless using the restrooms.
- Seating inside the restaurant will adhere to 6ft distancing rules in all areas.
- 6ft distancing rules will also apply to customers picking up a carryout order inside the restaurant.
- Disposable, single use menus will be used for dine in and carryout service.

