Northspur Brewing Co. COVID-19 Prevention Plan

Updated: 06/12/2020

Facility Address: 101 N Main St, Willits, CA 95490

Plan Contact: Jakob Foley – 707.518.4208

Mendocino County Call Center: 707.234.6052

**Signage**:

* Each public entrance has at least 1 copy of Mendocino County’s Business Toolkit signs posted.
* Signs at the entrance to the bathrooms reminding people that face coverings are required and social distancing must be practiced.
* Each table has a sign reminding patrons to wear their masks when they are not at their tables.

**PPE**

* Employees are issued washable face coverings
* Disposable gloves are available behind the bar for employees to use when bussing glasses and whenever else they feel glove are necessary
* PPE is in short supply. We will attempt to provide disposable masks for customers who arrive without one, but our supply of masks cannot be guaranteed
* Employees are given the option to request eye protection for any task they feel requires it.

**Employee Training**

* Employees have been through 2 formal training sessions and numerous informal discussions regarding proper PPE use as well as disinfecting, sanitizing and cleaning practices that differ from our normal procedures. Weekly briefings will ensure that employees are updated on any changes and to ensure that any deficiencies are corrected.
* Employees have all been given a copy of the State requirements and recommendations for opening tasting rooms and bars.

**Employee Health**

Our employees’ health is our chief concern as we move forward with opening. Because of our small work space, if one employee gets COVID-19 , it is likely that we will have to shut down for a time to ensure no other employees become infected. We have discussed with our employees the importance of social distancing outside of the workplace. We have also explained the following to our employees.

* All employees have been told not to come into work if they feel sick.
* All employees must check their temperature prior to each shift to ensure it is below 100 deg F
* All employees must certify that they do not feel sick prior to each shift.
* Hand sanitizer and 70% Alcohol solutions are available through the bar area in the kitchen.
* Hand wash sinks with soap are available behind the bar and in the kitchen.
* All employees have a copy of this document.
* Employees must always wear masks when behind the bar or in any public space in the brewery.
* Employees are instructed to wash their re-usable facemasks in sanitizer after every shift.
* Employees must wear disposable gloves when collecting glassware from tables.

**Customer Health**

Much of our efforts to protect our customers start with protecting our employees. See previous section for those details. There are a number of additional measures we are taking to further protect our customers. Please review the next 4 sections for more information.

**Measures to Prevent Crowds**

* The number of customers inside is limited to the number of seats available + space for 2 small groups (3 or fewer) people to stand while waiting for to-go orders to be processed.
* To-go customers will be given the option to wait in their cars or outside for their orders and have the order brought to them when ready.
* The number of customers outside is limited the number of seats available + space for 2 groups waiting to be seated.
* Employees are instructed to not allow table groups to mix with other tables.

**Measures to Keep People in Different Groups 6 Ft Apart**

* Signs at entrance remind customers of the importance of social distancing
* Taped off areas inside designate walking paths and waiting areas
* Tables are set so that the backs of chairs at each table are at least 6 feet from the backs of chairs at adjacent tables.
* Employees have been instructed to remain 6 Ft from customers except when necessary to take payment, clear glass, deliver orders or as otherwise necessary.

**Measures to Prevent Unnecessary Contact**

* Employees have been instructed to avoid refilling customer containers.
* Glassware may never be re-used without a full cleaning and sanitation cycle in between uses.
* Credit card transactions do not require employee – customer contact.

**Measures to Increase Sanitation**

* Hand Sanitizer is available at the brewery entrance, the register and on tables for customer use.
* Soap and hot water are available for customer use in the restrooms.
* Register screens will be sanitized after every transaction.
* Tables and chairs will be wiped down with an approved sanitizing cleaner after each party
* Other high contact areas, such as the bar, will be wiped down with an approved sanitizing cleaner regularly.
* Doors will be propped open as much as is practical.
* Bathrooms will be cleaned daily and wiped down with sanitizer on an hourly basis during open hours.

**Payment Methods**

* We accept cash, check and credit cards as payment methods.
* We are encouraging credit card transactions at this time
* Credit card transactions include chip, swipe and contactless, however all of them require customers to touch a screen to complete the transaction.
* Employees will not need to handle credit cards, nor will they need to touch a screen after a customer has used it, and all register screens will be sanitized after each transaction.
* Employees have been instructed to wash hands after every transaction, regardless of type.

**Hours of Operation**

* Northspur Brewing will be open Tuesday – Sunday from 1pm to 9pm
* Hours may change depending on demand
* Morning hours will be changed to prior to 11:30
* Evening hours will NOT go beyond 9pm on weekdays and 10pm on weekends (Fri / Sat)

**Reservations**

* Reservations can be made over the phone by calling 707.518.4208, by email to [orders@northspurbrewing.com](mailto:orders@northspurbrewing.com) or via walk-up.
* Please note that while the document this is written to address, “COVID19 Business Specific Health & Safely Form Tasting Rooms and Bars” says that “Reservations are required,” the health order itself does not. Section k.vi.c. states that “Reservations and appointments are encouraged when possible…”

**Outdoor Space**

* Our existing patio has been reconfigured to support social distancing requirements while still seating as many people as possible.
* We are working with the City of Willits to open up a small beer garden in the space behind the brewery. We expect this to be open about a week to 10 days after we open for seating.
* We will implement table service in our beer garden to reduce traffic in and out of the building.

**Menus**

* Our menu is located behind the bar on a large chalkboard. While neither disposable nor digital, it is viewable from all areas of the tasting room. It is also inaccessible to customers.
* We will also be providing small paper menus for tables that are not within visual range of the chalkboard menu.
* These paper menus will be single group use only and will be placed in the recycle bin after the group that uses it leaves.

**13 and 14**

* We do not serve wine out of bottles, except for whole bottle purchases of water and soft drinks
* We do not EVER, COVID-19 or otherwise, re-use glasses without giving them a full wash and sanitization cycle first.
* We do not utilize dump buckets or anything similar. Unfinished customers tastes are treating like any empty glass – promptly washed and sanitized.