

THE BLACK IRON

club & grill at tobiano

COVID-19 Operating P&P's

Sanitation Procedures

1. Following day to day Canadian Food Safe procedures are required in order to ensure **ZERO** cross contamination from:
 - a. Outside sources
 - b. Other staff members
 - c. Other food items
 - d. Guests arriving for take-out or dine-in services
2. All staff are required to follow social distancing protocols in their daily lives and will self-isolate if they break protocol, feel, or display any symptoms, or have been in proximity of anyone who does
3. Staff members arrive on site through the staff door and immediately wash & sanitize their hands, ensure hair is pulled back, sleeves are rolled up and all jewelry on hands and wrists are removed
4. Limited staff members are to be employed to ensure social distancing can always take place within the facility
5. Front of house staff members are (whenever possible) assigned individual debit machines and touch pads to avoid cross contamination between units. If individual machines are not available, they are to be disinfected after every use
6. One staff member (primarily the bartender) is designated to answering the phone to avoid cross contamination. If no bartender is on shift the phone will be sanitized after every use

Social Distance Take-Out Procedures

1. Orders are primarily taken over the phone - 250-434-5858 - full name and phone number must be placed with each order to ensure accuracy
2. Upon arrival the guest may call us again from the round-about located outside of the clubhouse front doors or come in and receive their order from the bar located in the dining room
3. The Black Iron employee will deliver the take-out to the guest waiting in the round-about or inform the guest of the approximate wait time for their order and deliver it to them in our parking lot.

Social Distance Dine-In Procedures

1. During this time, tables are setup for specific purposes. Tables and seats may not be moved.
2. Guests are required to use supplied hand sanitizer, and sign-in to our contact tracing at the front.
3. Groups of more than 4 may be required to split into multiple tables to fit the pre-set floor plan.
 - a. Tables can be a maximum of 6
 - b. Tables must remain 6 feet apart from the back of a chair from one table to the back of the chair from the adjacent table
 - c. Guests are to refrain from speaking across tables

- d. There is to be no standing service, guests must always be seated unless on their way to the bathroom and/or leaving
4. Menu's are either single use or laminated for ease of sanitation
5. All roll-ups are to be paper wrapped, and all sauces will be served in single use plastic ramekins
6. Only a specific amount of sugars will be supplied with coffee/tea
7. No candles or salt and peppers to be kept on table. Can be made available upon request and will be sanitized after every use
8. Beverage glasses are not to be refilled by serving staff
9. Social distancing must always be respected, or the guest will be asked to leave
10. Any guests displaying any visible sickness will be asked to leave
11. If any dishes are sent back to the kitchen for modifications, they are to be disposed and remade to the guest's requests
12. Guests are to box up their own leftovers

Beverage Cart

1. Guests must always respect a 2-club length distance
2. The Bev Cart Attendant is to advise the golfers of the selection, prepare the beverages either in a bag of ice or openly on the side of the beverage cart
3. Cash payments are not preferred at this time, staff are not required to carry a float. The handheld machine must be sanitized after use
4. After receiving payment, the Attendant must step back to allow the golfers to approach the Bev Cart and pick-up their order.

Dishwasher

1. Cutlery is to be soaked in a disinfecting solution in the "dish pit" for no less than 5 minutes before being washed the standard 2 times
2. Cutlery and dishes are to be scraped clean then placed with the **UTMOST CARE** as to avoid splashing any contaminated food debris. This is for your and the dishwasher's safety
3. The dishwasher is not to use the spray arm to pre rinse the dishes from the FOH. This will ensure no food particles are being thrown into the air

Public Washrooms

1. Guests are asked to always be respectful of the 6 ft rule including only one person using the sinks at a time
2. All washrooms will be equipped with sanitizer, signage explaining the importance of washing before and after using the facilities
3. 2 of the urinals are shut down to encourage proper spacing
4. Hand sanitizer is supplied at the front of each washroom
5. Doors to the washroom (not the stalls) are to be kept open to help eliminate a common touchpoint

Line-Cooks

1. Are to follow proper food safe procedures
2. Must do their best to respect social distancing

Employee Signature:_____.

Date:_____

Manager Signature:_____.