

# **Covid-19 Business Safety Plan**

## **On-Licence**

### **Alert Level Two**

Name of Premises:.....

Address:.....

.....(name of premises) is committed to ensuring the health and safety of staff and customers under Alert Level Two.

This Business Safety Plan will come into effect as of Thursday 14 May 2020. The following rules will apply to all staff and persons entering these premises:

- Contact tracing sign-in sheets are in place at our principal entrance and are to be completed for each customer
- Hand sanitizer to be utilised at point of entry prior to entering
- Use the principal entrance door only (other doors to remain unlocked for fire egress)
- Staff to stay one metre apart from each other wherever practicable
- Customers must be kept at least one metre apart. We will consider restricting numbers entering in order to meet this criteria
- The maximum number allowed is 100 customers - but only if the one metre social distancing requirement can still be achieved
- The maximum number per group is ten customers
- We will have one server per group and keep the same server throughout wherever possible
- Everyone in the venue must be seated
- Water jugs/bottles will be provided to each individual table
- We will ensure people do not need to queue to enter, pay, or go to the bathroom. If a queue cannot be avoided we will ensure social distancing is maintained
- We will provide clean, safe facilities for people to wash their hands thoroughly and regularly
- Surfaces, eftpos machines etc will be regularly sanitised
- We will monitor intoxication levels closely
- We will monitor safe distancing to ensure distances are being observed
- Courtesy vehicles – a contact tracing schedule remains with the vehicle and is to be filled out. The vehicle will be regularly cleaned and sanitised. Passengers must sanitise their hands before entering and safe distancing is to be observed.

.....(Signed)

Owner/Licensee/Manager

Date: