

COVID-19 Preparedness Plan for Maucieri Inc

Maucieri's is committed to providing a safe and healthy workplace for all our workers and customers. To ensure we have as safe and healthy workplace, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our workers, management and customers. Only through this cooperative effort can we establish and maintain the safety and health of our workers and workplaces.

Management and workers are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. **Maucieri's** managers and supervisors have our full support in enforcing the provisions of this policy.

Our workers are our most important assets. We are serious about safety and health and keeping our workers working at **Maucieri's**. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our workers in this process by reviewing concerns and having staff meetings to address concerns. Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48, and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- cleaning, disinfecting, decontamination and ventilation;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to managers and workers; and
- management and supervision necessary to ensure effective implementation of the plan.
- protection and controls for pick-up, drop-off and delivery;
- communications and instructions for customers.

Screening and policies for employees exhibiting signs and symptoms of COVID-19

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. Employees will be instructed on symptoms of COVID 19 and call before arriving at work if any symptoms present. Our employees have been given clear instructions to stay home if they do not feel well and are instructed to contact a manager if they notice a coworker or guest displaying or complaining of a cough, fever, shortness of breath, chills, a new loss of taste or smell, repeated shaking with chills, muscle pain, headache, sore throat or other known symptoms of COVID-19. Employees who are exhibiting any of the symptoms of COVID-19 while at the property are instructed to immediately notify their manager.

Maucieri's has informed workers on staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household.

Maucieri's has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. Manager will notify employee and instruct on the current quarantine guidelines.

Handwashing

Basic infection prevention measures are being implemented at our workplaces at all times. Workers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the toilet. All customers and visitors to the workplace will be required to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and locations in the workplace so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled if soap and water cleansing is not available.

Respiratory etiquette: Cover your cough or sneeze

Workers, customers and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all workers, customers and visitors. This will be reviewed at staff meetings and posters as reminders. Employees in contact with the public will wear facial covering such as mask, scarf or bandana and be instructed on mask safety.

Social distancing

Social distancing of six feet will be implemented and maintained between workers, customers and visitors in the workplace through the following engineering and administrative controls: Guests will be advised to practice physical distancing by standing at least six feet away from other groups of people while standing in lines, or moving around the facility. Dining tables, bar seating, and other physical layouts will be arranged to ensure appropriate distancing. Employees will be reminded not to touch their faces and to practice physical distancing by standing at least six feet away from guests and other employees whenever possible. All areas will comply with, or exceed, local or state mandated occupancy limits. Customers coming in for pick up will be instructed by signage and staff to abide by the 6 feet social distancing guidelines.

Cleaning, disinfection, and ventilation

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, delivery vehicles and areas in the work environment, including restrooms, break rooms, checkout stations, and drop-off and pick-up locations. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, credit card readers, delivery equipment, etc.

Employees will be cleaning their work areas throughout their shift with First Mark all purpose cleaner with bleach. If a worker, customer or visitor is symptomatic or is diagnosed with COVID 19 their area will be immediately cleaned again.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product. First Mark all purpose cleaner with bleach.

The maximum amount of fresh air is being brought into the workplace, air recirculation is being limited and ventilation systems are being properly used and maintained. Steps are also being taken to minimize air flow blowing across people. The main door will be open when weather allows during hours of operation. We have a forced air system which introduces fresh air in to the facility. The filter on the system is changed regularly.

Communications and training

This COVID-19 Preparedness Plan will be communicated in paper and verbally to all workers **May 31,2020** and necessary training will be provided. Additional communication and training will be ongoing **at weekly staff meetings** and provided to all workers who did not receive the initial training. Instructions will be communicated to customers and visitors about: how drop-off, pick-up and delivery will be conducted to ensure social distancing between the customers and workers; required hygiene practices; and recommendations that customers and visitors use face masks when dropping off, picking up, accepting delivery or in-store shopping. Customers and visitors will also be advised not to enter the workplace if they are experiencing symptoms or have contracted COVID-19. **Signage will be placed at entrance points.** Managers and supervisors are to monitor how effective the program has been implemented by managerial supervision and employee observation. Management and workers are to work through this new program together and update the training as necessary. This COVID-19 Preparedness Plan has been certified by Maucieri Inc. and was posted throughout the workplace May 31,2020. It will be updated as necessary.

Certified by:



Anthony Maucieri
Owner