

CRASIAN FOOD TRUCK - COVID-19 SAFETY PLAN

Updated March 31st, 2021

Overview

The following plans and procedures are effective immediately in effort to minimize the risk of COVID-19 at our worksite. The documents are subject to change and will be updated as the COVID-19 situation develops and new orders and information are provided by the governing bodies. We will adhere to instruction from our Provincial Health Officer, Dr. Bonnie Henry, the BC Centre for Disease Control and recommendations by the BC Restaurant and Foodservices Association.

All employees will have access to the following documents, and will be reviewed of updates as they are received.

Emergency Contacts

- COVID-19 Information: 811
- Emergency: 911
- Ambulance: 250-860-2777
- Kelowna General Hospital: 250-862-4000
- Police Department
 - Rutland: 250-765-6355
 - Downtown: 250-762-3300
 - Mission: 250-470-0600
 - Lake Country: 250-766-2288
 - West Kelowna: 250-768-2880
- Chemical
 - Ecolab: 800-463-3216
 - Keystone: 800-352-5326
- Ownership
 - Brock Bowes: 250-689-2253
 - Courtney Koga: 250-826-2054
 - Meiko Koga (Health & Safety Representative): 250-864-1412

Order of the Provincial Health Officer

https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-order-nightclubs-food-drink.pdf?bcgovtm=20200506_GCPE_AM_COVID_9_NOTIFICATION_BCGOV_BCGOV_EN_BC_NOTIFICATION

Step 1: Assess the risks at your workplace

The virus that causes COVID-19 spreads in several ways. It can spread in droplets when a person coughs or sneezes, and can also spread if you touch a contaminated surface and then touch your face. The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near. The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short periods of time.

We have involved frontline workers, ownership (Brock Bowes, Courtney Koga, Meiko Koga) and the joint health and safety representative (Meiko Koga) in understanding and assessing risks.

We have identified areas where customers gather (the service counter) and staff members (around the service window).

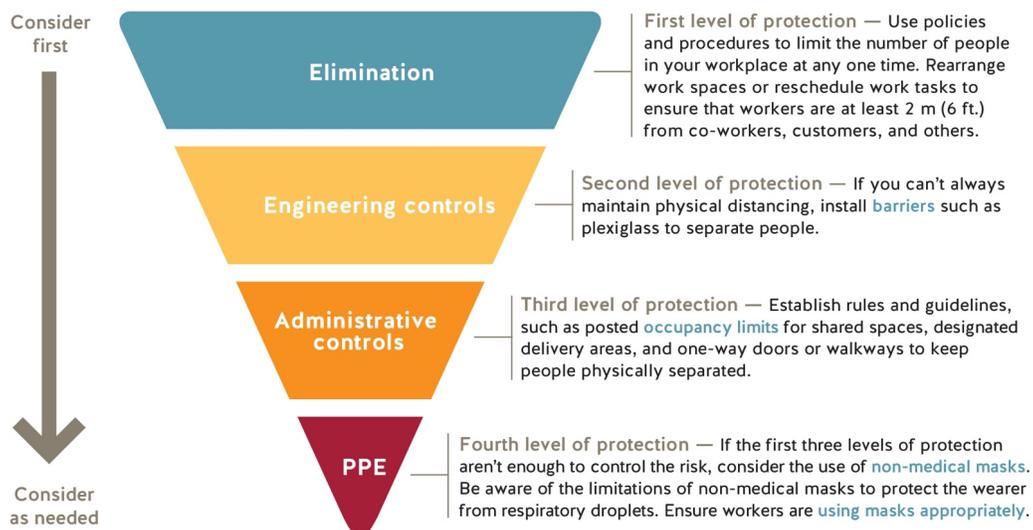
We have identified job tasks and processes where workers are close to one another or members of the public, such as when taking payments, passing orders and line cooking.

We have identified the tools, machinery, and equipment that workers share while working, such as the flat top, deep fryer, freezer, fridges, dishwashing area, POS machine, phone, and various kitchen machines and utensils.

We have identified surfaces that people touch often, such as the service and prep counters, doorhandles and sink taps.

Step 2: Implement protocols to reduce the risks

We have selected and implemented protocols from Work Safe BC, the BC Centre for Disease Control and the BCRFA along with orders from Dr. Bonnie Henry (documents attached).



First level protection (elimination): limit the number of people and ensure physical distance when possible

In accordance with instruction from the PHO, we are only accepting private bookings with 50 or fewer people in attendance. In these bookings, we are only allowing groups of six or less to approach the truck at a time, are encouraging 2m between guests and have social distancing signage on display.

In effort to reduce the number of people at the worksite, we have:

- adjusted employee schedules to lessen or altogether eliminate shift overlap
- disallowed more than three people from being in the truck at one time
- removed table seating so all orders are takeaway

In effort to reduce the amount of interactions at the worksite we have:

- scheduled team "bubbles" for shifts so that employees work with the same coworkers
- implemented measures to keep employees and customers at least 2m apart with absolutely no physical contact:
 - separated staff roles to minimize space and equipment overlap (handling dirty dishes/FOH/customer service, handling clean dishes/prepping/cooking)
- enforced a staff only worksite, prohibiting visitors or vendors inside the truck aside from necessary equipment maintenance, in which case a mask will be required and a distance of at least 2m will be kept

Second level protection (engineering): barriers and partitions

We will not be installing barriers or partitions at this time. We have added signage to keep guests distanced from staff as well as fellow guests, and have encouraged physical distancing amongst coworkers as outlined in first level protection.

Third level protection (administrative): rules and guidelines

In effort to reduce the risk of transmission at the worksite we have:

- only single use, disposable vessels available for all food orders
- a separate, customer only garbage bin where the guests dispose of their own waste
- disinfectants to be used on shared surfaces (coworkers and/or guests) after each use
- disallowed street clothing to be worn on shift
- designated one person per shift who will receive and process deliveries while wearing disposable gloves, and enter details in delivery log
- implemented procedures to reduce the quantity of staff and interactions as outlined in first level protection

Fourth level protection: Using masks (optional measure in addition to other control measures)

Effective July 27th, all staff are required to wear a mask when on site and have been given an allowance to make a purchase. We understand the limitations of masks to protect the wearer from respiratory droplets, The indicated WorkSafe BC guide on proper wear and handling has been distributed to staff, and is displayed on site.

Effective November 24th, 2020, all visitors and patrons are required to wear a mask when approaching the truck unless proof of medical exempt is provided.

Reduce the risk of surface transmission through effective cleaning and hygiene practices

We have reviewed the information on cleaning and disinfecting surfaces and have the indicated poster from BCCDC displayed on site.

Our workplace has enough handwashing facilities on site for all our workers, and handwashing locations are visible

We have policies that specify when workers must wash their hands and we have communicated good hygiene practices to workers. Frequent handwashing and good hygiene practices are essential to reduce the spread of the virus.

Workers who are cleaning have adequate training and materials.

<i>Recommended bleach, water ratios, and cleaning times needed for COVID-19 disinfecting</i>	High touch and heavily soiled areas (appropriate for households with illness)	All other surfaces	Food contact surfaces
Example areas and surfaces	Toilets, light switches, door knobs, cell phone, TV remotes, bathroom faucets	Tables, counters, floors, chairs, cribs	Any surface or equipment that contacts food
Bleach concentration in ppm (refers to the % ratio of bleach to water) OR 1 part bleach diluted in ## parts of water	1000ppm 0.1% (1:49)	500ppm 0.05% (1:99)	100ppm 0.01% (1:499)
Time to leave wet, rinsing and drying	Allow 1 minute then rinse with clean water	Allow 5 minutes, no rinse required, let air dry	Allow to air dry, no rinse required
Frequency if everyone in household is well	Once every few days	Once per week	After each use
Frequency if someone in household has COVID-19 or symptoms of illness	Twice per day	Once per day	After each use

We have instructed all common areas and surfaces to be disinfected after each use and prior to the start of each shift, including tools, utensils, equipment, sink taps, door handles, the fridge, the freezer, flat top knobs, deep fryer baskets, counter surfaces, POS, and iPhone.

We have enhanced cleaning and sanitization measures by:

- posting proper hand washing and sanitization instructions from the BCCDC and WorkSafe BC at the sink/hand washing station
- requiring any equipment or item shared between employees and/or customers to be sanitized after each use

- designating roles to separate FOH/ customer service from handling clean dishes/prepping/cooking
 - when this is not possible, disposable gloves are encouraged or proper hand washing/sanitizing between tasks

Step 3: Develop Policies

Our workplace policies ensure that workers and others showing symptoms of COVID-19 are prohibited from the workplace, including:

- anyone who has had symptoms of COVID-19 in the last 14 days (symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache)
- anyone directed by Public Health to self-isolate
- anyone who has arrived from outside of Canada or who has had contact with a confirmed COVID-19 case, who then must self-isolate for 14 days and monitor for symptoms

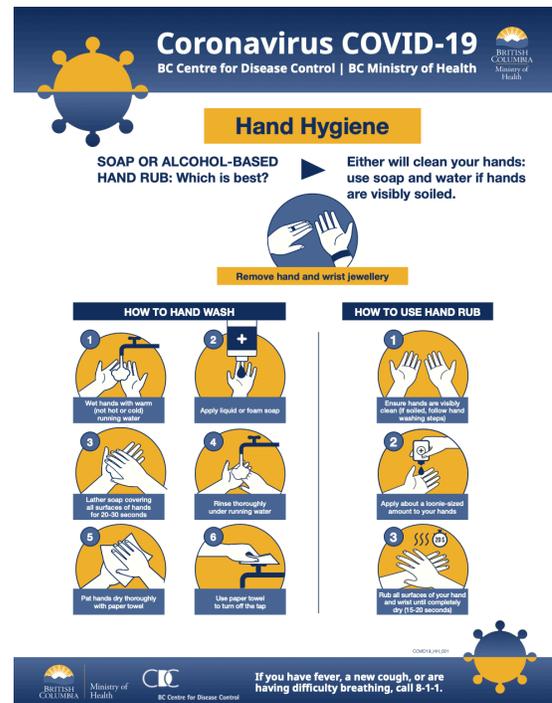
Our policy addresses workers who may start to feel ill at work, including:

- the affected employee reporting to first aid, even with mild symptoms
- the affected employee washing or sanitizing their hands, go straight home to isolate and using the online self assessment tool (<https://bc.thrive.health/covid19/en>) or calling 811 for further information
- calling 911 if the worker is severely ill (ie. difficulty breathing, chest pain)
- immediately cleaning and disinfecting all surfaces that the ill worker has come into contact with

First-aid attendants have been provided OFAA COVID-19 protocols.

Our employees have the training and strategies required to address the risk of violence that may arise as customers and members of the public adapt to restrictions or modifications to the workplace, including:

- remaining calm and acting professional should a customer or public member become violent



- discreetly getting the attention of co-workers, and then refusing service to the aggressive customer and directing them to leave the premise in a polite and professional manner
- contacting help from the police to remove the violent person if necessary and/or contacting 911 immediately
 - documenting in the detail the altercation in our incident report binder, which is to be shared with management/ownership and if necessary, the police for any reporting purposes

Step 4: Develop communication plans and training

To ensure that everyone entering our workplace, including workers from other employers, knows how to keep themselves and each other safe, the following have been reviewed by all employees: the levels of prevention, the order from the Provincial Health Officer and recommendations by the BCCDC and BCRFA. The following measures have been taken to further communicate safe practices:

- all employees have received copies of the previously mentioned documents, with a hard copy remaining at the worksite
- all employees have received the policies for staying home when sick
- we have posted signage at the workplace, including occupancy limits and effective hygiene practices
- we have posted signage at the main entrance indicating who is restricted from entering the premises, including visitors and workers with symptoms
- supervisors have been trained on monitoring workers and the workplace to ensure policies and procedures are being followed

Step 5: Monitor your workplace and update your plans as necessary

Changes to our policies and procedures will be updated and reviewed with employees as necessary by Meiko Koga. Employees are to report any health and safety concerns to ownership, and when resolving issues ownership will refer to the latest orders from the PHO, BCCDC and BCRFA.

Step 6: Assess and address risks from resuming operations

As this operation was closed during the introduction of COVID-19, this entire Safety Plan, as well as the corresponding indicated documents, act as our training guide for both returning and new staff members.