

HOLLYWOOD FOOD COALITION

COVID-19 Safety Protocols

Cleaning:

1. In conjunction with TSA, wipe door handles and light switches about every hour, as well as other things that get touched frequently, including prep tables, faucets and counters. Kitchen bathroom should be wiped down throughout the day.
2. Wash tables and chairs, particularly chair backs, with soap and water. Follow this with a bleach cleaner in spray bottles or the Lysol antibacterial spray.
3. Kitchen and dining room must be cleaned fully each day.

Social Distancing and other staff/volunteer protocols:

1. Ten (10) or fewer people in the kitchen for meal prep and meal service shifts.
2. Volunteers should be placed at different tables working on different tasks.
3. All staff and volunteers must wear gloves and must change gloves and wash hands frequently.
4. Disposable aprons must be used while preparing and serving the meal to protect people's clothing when around food.
5. Clients are not allowed in the kitchen right now.
6. Volunteers and staff must stay home if they are not feeling well.
7. All staff and volunteers must wear face masks.

Dinner protocols:

1. Tables where food is distributed are doubled to increase social distancing. We have 2 groups of 2 tables. Food is distributed at one group and water or beverage is distributed at the second group.
2. Three people are allowed to approach the tables at a time with spacing between them.
- 3 To-go bags are placed on the front table and clients can pick up by grabbing handles so no hand touching occurs.
4. Water glasses are placed on the far table as clients approach so they don't touch any other cups.
5. We ask everyone to take the meal back to where they are staying and not eat on the campus.
6. We work quickly to get the meals distributed so people don't congregate longer than necessary.
7. Hot food, green salad and fruit salad are placed in separate to-go containers. Bread and dessert are wrapped in baggies or containers.