

Fact Sheet – Coronavirus (COVID-19)

Information regarding the Management of Coronavirus (COVID-19) Food & Drink businesses open for take-away and dining services

Date: 29 October 2020

Introduction

From 11:59pm on 27 October 2020 the Victorian Government commenced easing restrictions and has directed that restaurants, cafes and other food businesses can resume dine-in services and outdoor dining with certain restrictions.

The following information relates to the directions set by the Deputy Chief Health Officer for retail food businesses to minimise the risk of transmission of Coronavirus.

The current restrictions will be reviewed on, and remain in force until, 11:59pm on 8 November 2020. For up-to-date information refer to <https://www.dhhs.vic.gov.au/coronavirus>

For more detailed information refer to the Industry Restart Guidelines available at <https://www.coronavirus.vic.gov.au/coronavirus-sector-guidance-accommodation-and-food-services>

New Dining Requirements

Food businesses are now permitted to operate dining services with the following restrictions:

Indoor dining (4 square metre rule):

Maximum number of persons in *each space* is calculated using the **4 square metre rule** or 10 persons, whichever is the lesser. With a maximum of 20 (over two spaces) per venue. Infants under 12 months aren't included in this limit;

***4 square metre rule** – identifies the maximum number of members of the public permitted in a space at any one time. It is calculated by dividing the total available floorspace (measured in square metres) by 4. It applies to each indoor space permitted to operate. Please note, the 4 square metre rule also applies to 'staff only' areas eg. lunch rooms, storage rooms etc.*

Outdoor dining (2 square metre rule):

For footpath areas and other public spaces, you require a permit from Council. This includes either a **Footpath Trading Permit** (for existing permit holders) and/or a **Temporary Outdoor Dining Permit** for new or extended outdoor dining spaces. Refer to Council's website at www.Banyulebusiness.com.au

Maximum number of persons is calculated using the **2 square metre rule** or 50 persons, whichever is the lesser. Infants under 12 months aren't included in this limit;

***2 square metre rule** – identifies the maximum number of members of the public permitted in a space at any one time. It is calculated by dividing the total available floorspace (measured in square metres) by 2. It applies to each outdoor space permitted to operate.*

Outdoor dining areas must not be substantially enclosed by a roof and walls (whether temporary fixed or movable) ie. a space with no roof or an open-air space which may have a roof so long as at least 2 sides of the space do not have walls. The intention is to maintain airflow (lateral and upward) which reduces the risk of Coronavirus transmission.

If your space does not meet the definition of **outdoor space** it will be deemed as an **indoor space** and the 4 square metre rule will apply. If you have retractable cafe blinds these will need to be fully retracted, otherwise they will be considered to be a wall, and the area may be deemed as an indoor space. As spaces vary, each space will need to be assessed to determine whether it is considered to be an outdoor or indoor space.

General Dining requirement:

- Maximum of 10 persons per group booking (from the same group only ie. communal tables not permitted). Note: infants under 12 months are not included in this limit;
- Always maintain a distance of 1.5 metres between patrons seated at different tables;
- Persons waiting in line for take-away, whether indoors or outdoors, must maintain a minimum distance of 1.5 metres from seated persons and others.
- Only serve food and drinks to persons who are seated (to be consumed on the premises);

Signage Requirement

You must place a **sign at the entrance to each indoor space and outdoor space** accessible to members of the public. This sign must **indicate the maximum number of patrons** in each area as required by the:

- **4 square metre rule** for *indoor spaces*, and
- **2 square metre rule** for *outdoor spaces* (as above).

Note: It is your responsibility to ensure that the maximum number of patrons in your premises at any one time does not exceed the number displayed.

COVIDSafe Plan

All businesses must have a COVID-Safe Plan in place which is regularly reviewed. For a template refer to <https://www.coronavirus.vic.gov.au/covidsafe-plan>

Face Mask Requirement

Staff:

Face masks must be worn by all staff at all times, including in the kitchen and rear areas. The only exception is when a person is working in an enclosed room by themselves, however, they require a face mask when leaving this area and moving to shared areas.

Patrons:

Patrons are required to wear face masks, unless consuming food or drink (or exempt from the requirement to wear a face mask). If a patron arrives without a face mask or is otherwise in breach of the Directions issued by the Victorian Chief Health Officer, you have the right to refuse entry or ask them to leave.

Cleaning Requirement

You must initiate a **cleaning program** that ensures regular cleaning of:

- Surfaces accessible for use by diners are cleaned with disinfectant between uses eg. the surface of the dining table, chairs and any re-usable items (e.g. salt & pepper shakers, dispensers, etc);
- Frequently touched surfaces accessible to customers, are cleaned with disinfectant *at least twice per day*, including toilets, door handles, hand rails, touch screens etc.;
- Surfaces are cleaned with disinfectant when visibly soiled;
- Surfaces are cleaned with disinfectant immediately after a spill.

Suitable disinfectants in the customer area include:

- A disinfectant for which the manufacturer claims anti-viral properties (meaning it can kill viruses).
- Chlorine-based (bleach) disinfectant used at a concentration of 1000ppm (25mL or 5 teaspoons of bleach to 1 L water for household bleaches (with 4% active ingredient)). This must be made up every 24 hours as the chemical breaks down and becomes ineffective after this time.
- Common household disinfectants or alcohol solutions with at least 70% alcohol.

Record keeping Requirements

Maintain a contact register of all customers and visitors who attend the business for longer than 15 minutes, including first name, telephone number, date and time of visit and the area within the business that they visited (*if there are multiple dining areas/other areas*). This applies to staff, diners, suppliers, maintenance and delivery workers. This information must be stored securely on-site for at least 28 days after the visit and will be used to support contact tracing in the event of a confirmed case. (*This record must be destroyed appropriately in line with privacy requirements*).

Workforce Bubbles

An employer must not require a worker to work across multiple worksites, unless it is not practical to work at one site only. Review shift arrangements to create workforce bubbles. Where possible keep the same workers rostered on the same shifts and in the same areas within a site. The system to minimize this must be demonstrated e.g. rosters.

Established Cleaning & Sanitising Requirements as per the Food Standards Code - FSANZ (Food Standards Australia New Zealand)

Cleaning and Sanitising in the Food Handling areas

Continue to clean and sanitise food contact surfaces with your usual food grade sanitiser as outlined in your Food Safety Program e.g. diluted bleach (2.5mL or $\frac{1}{2}$ teaspoon of bleach in 1L of water) or a commercially available sanitiser made up using the manufacturer's instructions. You must also clean and sanitise the common-touch surfaces in the food handling areas e.g. door handles, fridge door handles, tap handles, switches etc.

Effective hygiene during COVID-19 Restrictions

The best ways to prevent the community spread of coronavirus (COVID-19) are for everyone to maintain effective hygiene and follow social distancing rules.

This includes:

- Regular handwashing
- Cleaning and sanitising surfaces and equipment
- Ensuring staff do not work if they are sick
- Implementing social distancing – stay 1.5m apart

Businesses re-opening after being closed

For businesses that re-open after recently being closed, you should address the following:

- Clean down the premises using a food-grade sanitiser
- Check your stock is within date and discard any out of date stock
- Check to ensure there is no evidence of pest control issues

For any questions about the information in this Fact Sheet contact Banyule City Council Public Health Protection on 03 9457 9965 or healthenquiries@banyule.vic.gov.au