

Novel Coronavirus (2019-nCoV)

Social Distancing Operational Guidelines – Catering Units

As part of the Governments advice around social distancing and the closure of food businesses the following guidance must be followed for all Compass catering sites remaining open in order to protect colleagues and customers from spreading the Covid-19 virus

Essential Workplace Catering

As part of the Health Protection (Coronavirus, Business Closure) (England) Regulations 2020, the following sites can remain open for the provision of catering services to essential workplaces, however where appropriate the guidance below for non-essential workplace catering should be followed:

- Cafes or canteens at a hospital;
- Care homes
- Schools
- Prisons and MoD facilities;
- Other essential workplaces (national infrastructure or food manufacturer, distribution or retail)

Non-Essential Workplace Catering

Compass catering units within non-essential workplace sites which remain open must close the restaurant dining area and provide a takeaway food service only whereby the food is consumed outside of the normally designated dining area in accordance with social distancing measures.

Food Offer

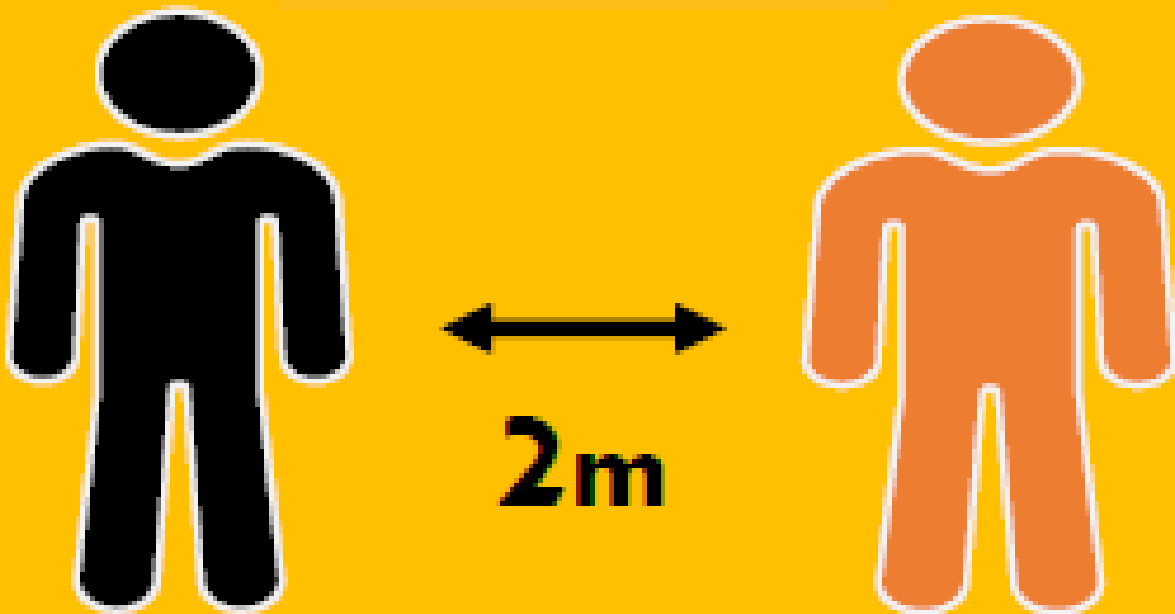
- Provide an alternative reduce menu in line with new Compass menu offer
- Minimise food preparatory work by ordering pre-chopped / peeled / washed produce.
- Close all open plan buffets and food counters
- Provide a takeaway food service only via a retail grab & go menu plan
- Serve food in food-grade takeaway containers with disposable cutlery
- Provide hot beverages in disposable cups. Do not serve drinks in re-usable cups
- Limit hospitality to a pre-packed food offer only including disposable cups

Colleague Segregation

- Only employ minimum staffing levels to maintain the reduced level of food service provided
- All colleagues to maintain good hand hygiene as per the Compass Food Safety Management System
- All food service colleagues to wear disposable apron and gloves during service
- Compass colleagues to remain behind the counter at all times during food service, using the food counter as a physical barrier to maintain the social distancing required
- Implement a process to avoid queuing for food service or payment – using a simple service number ordering system or by pre-portioning food items into labelled takeaway containers
- Limit service / payment transactions to one person at a time
- If at all possible move to cashless transactions
- Display attached notices at food service points to remind customers to maintain social distancing (see appendix A)

Appendix A

WHEN QUEUING



**Please Maintain
Social Distancing**