Hey Team!

We are carefully watching updates on the COVID-19 Coronavirus spreading within the United States. We know this is top of mind for you and your family. As a public gathering place, we want to take extra steps to keep you and our customers healthy and safe.

**What is Coronavirus and how does it spread?**

* Coronavirus is a respiratory illness that is spreading from person-to-person contact.
* Coronavirus is not a foodborne illness.
* Here is how you can get Coronavirus:
  + Infected people coughing or sneezing
  + Touching an infected person’s hands or face and then touching your own eyes, nose and/or mouth.
  + Touching things such as doorknobs that infected people have touched and then touching your own eyes, nose and/or mouth.
* Symptoms appear in as few as 2 days and include fever, cough and/or shortness of breath, headache, sore throat and/or runny nose.

**How can we prevent the spread of Coronavirus?**

The best thing we can do to work toward keeping our team and customers healthy and safe is be disciplined with all of our safety and sanitation procedures:

*Stay well at work:*

* Wash your hands with soap and water for at least 20 seconds.
* Avoid touching your eyes, nose and mouth with unwashed hands.
* Call your manager and stay home if you are sick.

*Restaurants must be constantly cleaned & sanitized:*

* Completely follow all cleaning, safety and sanitation processes.
* Clean and sanitize tables after every use.
* Clean and sanitize door handles, POS’s, credit card readers, self-serve stations, etc.
* For now, give the customer a new cup for refills - don't take the customer's used cup.
* Remember, when in doubt, sanitize!

*Helping our Customers:*

* Provide customers with additional napkins or tissues to use when they cough or sneeze.
* Be sure to clean and sanitize any objects or surfaces they may have touched.
* If the customer/employee vomits or has diarrhea, contact a manager immediately.
* If a customer expresses concern about a sick team member, contact your manager ASAP.

Thank you for making this a top priority!