



DIRECTIVE OF THE HEALTH OFFICER No. 2020-16b

**DIRECTIVE OF THE HEALTH OFFICER OF
THE CITY AND COUNTY OF SAN FRANCISCO REGARDING REQUIRED BEST
PRACTICES FOR OUTDOOR DINING ESTABLISHMENTS**

(PUBLIC HEALTH DIRECTIVE)

DATE OF DIRECTIVE: July 1, 2020

By this Directive, the Health Officer of the City and County of San Francisco (the “Health Officer”) issues industry-specific direction that outdoor dining establishments, as described below, must follow as part of the local response to the Coronavirus Disease 2019 (“COVID-19”) pandemic. This Directive constitutes industry-specific guidance as provided under Sections 6 and 15 of Health Officer Order No. C19-07e issued on May 22, 2020 and updated on June 11, 2020 (the “Stay-Safe-At-Home Order”) and, unless otherwise defined below, initially capitalized terms used in this Directive have the same meaning given them in that order. This Directive goes into effect immediately, and remains in effect until suspended, superseded, or amended by the Health Officer, as further provided below. This Directive has support in the bases and justifications set forth in the Stay-Safe-At-Home Order, and any amendments to that order. As further provided below, this Directive automatically incorporates any revisions to the Stay-Safe-At-Home Order or other future orders issued by the Health Officer that supersede that order or reference this Directive. This Directive is intended to promote best practices as to Social Distancing Requirements and sanitation measures, helping prevent the transmission of COVID-19 and safeguard the health of workers, customers, and the community.

**UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE
SECTIONS 101040, 101085, AND 120175, THE HEALTH OFFICER DIRECTS AS
FOLLOWS:**

- 1. This Directive applies to restaurants and bars that provide real meal service in a bona fide manner, and have received the necessary permits to serve food outdoors (each an “Outdoor Dining Establishment”). Outdoor Dining Establishments are not permitted to provide alcoholic beverage service without also providing bona fide meals. Bona fide meals must be prepared and served by the Outdoor Dining Establishment or another person or business operating under an agreement with the Outdoor Dining Establishment.**
- 2. Attached as Exhibit A to this Directive are a list of best practices (the “Best Practices”) that apply to all Outdoor Dining Establishments. Each Outdoor Dining Establishment must comply with all of the relevant requirements listed in the Best Practices.**
- 3. Before engaging in any activity under this Directive, each Outdoor Dining Establishment must create, adopt, and implement a written health and safety plan (a “Health and Safety Plan”). The Health and Safety Plan must be substantially in the form attached to this Directive as Exhibit B.**



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4. **Guidance from the Department of Public Health related to Outdoor Dining is attached to this Directive as Exhibit C, and available at <http://www.sfdph.org/directives>.**
5. **All Outdoor Dining Establishments must also comply with Health Officer Directive 2020-05, which applies to all Food Preparation or Delivery Essential Businesses. If an aspect, service, or operation of an Outdoor Dining Establishment is also covered by another Health Officer directive (all of which are available at <http://www.sfdph.org/directives>), then the Outdoor Dining Establishment must comply with all applicable directives, and it must complete all relevant Health and Safety Plan forms.**
6. **Each Outdoor Dining Establishment must (a) post its Health and Safety Plan at the entrance or another prominent location of every physical location it operates within the City, (b) provide a copy of the Health and Safety Plan to Personnel, and (c) make the Health and Safety Plan available to members of the public on request. Also, each Outdoor Dining Establishment must provide a copy of the Health and Safety Plan and evidence of its implementation to any authority enforcing this Order upon demand.**
7. **Each Outdoor Dining Establishment subject to this Directive must provide items such as Face Coverings (as provided in Health Order No. C19-12b issued on May 28, 2020, and any future amendment to that order), hand sanitizer or handwashing stations, or both, and disinfectant and related supplies to Personnel, as required by the Best Practices. If any such Outdoor Dining Establishment is unable to provide these required items or otherwise fails to comply with required Best Practices or fails to abide by its Health and Safety Plan, then it must cease operating until it can fully comply and demonstrate its strict compliance. Further, as to any non-compliant operation, any such Outdoor Dining Establishment is subject to immediate closure and the fines and other legal remedies described below, as a violation of the Stay-Safe-At-Home Order.**
8. **For purposes of this Directive, “Personnel” includes all of the following people who provide goods or services associated with the Outdoor Dining Establishment in the City: employees; contractors and sub-contractors (such as those who sell goods or perform services onsite or who deliver goods for the business); independent contractors; vendors who are permitted to sell goods onsite (such as farmers or others who sell at stalls in farmers’ markets); volunteers; and other individuals who regularly provide services onsite at the request of the Additional Business. Personnel includes “gig workers” who perform work via the business’s app or other online interface, if any.**
9. **This Directive and the attached Best Practices may be revised by the Health Officer, through revision of this Directive or another future directive or order, as conditions relating to COVID-19 require, in the discretion of the Health Officer. Each Outdoor Dining Establishment must stay updated regarding any changes to the Stay-Safe-At-Home Order and this Directive by checking the Department of Public Health website (www.sfdph.org/healthorders and <http://www.sfdph.org/directives>) regularly.**



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- 10. Implementation of this Directive augments—but does not limit—the obligations of each Outdoor Dining Establishment under the Stay-Safe-At-Home Order including, but not limited to, the obligation to prepare, post, and implement a Social Distancing Protocol under Section 6 and subsection 15.h of the Stay-Safe-At-Home Order. The covered Outdoor Dining Establishment must follow these industry-specific Best Practices and update them as necessary for the duration of this Directive, including, without limitation, as this Directive is amended or extended in writing by the Health Officer and consistent with any extension of the Stay-Safe-At-Home Order, any other order that supersedes that order, and any Health Officer order that references this Directive.**
- 11. Members of the public congregating outside of an Outdoor Dining Establishment—particularly without following Social Distancing Requirements or wearing face coverings—presents a heightened risks of transmission. Outdoor Dining Establishments that fail to take the measures required under this Directive to prevent such gatherings create public nuisances and a menace to public health. Accordingly, Outdoor Food or Beverage Establishments must take reasonable steps to prevent such gatherings on the premises or on any publicly owned, pedestrian-traveled way, not more than 20 feet from the premises.**

“Reasonable steps” shall include, but are not limited to, the following:

- a. Requesting the persons engaging in such gatherings cease their conduct, unless the business owner, or his or her agents or employees, feel that their personal safety would be threatened in making that request;**
- b. Making good faith efforts to remove items that facilitate loitering;**
- c. Revising to-go service operations to decrease the likelihood of loitering and failure to maintain social distancing;**
- d. Calling 311.**

Failure to take such reasonable steps may serve as the basis for suspension or revocation of a business’s ability to operate as an outdoor establishment. Timely calls that are placed by business owners, or their agents or employees, to 311 shall not be used as evidence of a violation by that business.

- 12. Also, when members of the public congregate outside of an Outdoor Dining Establishment due to the failure of the establishment to comply with the requirements set forth in this Directive, the Department of Public Health is authorized to enforce these requirements by issuing Notice(s) of Violation and ordering the establishment be vacated and closed until it submits a written plan with specific measures that will be taken to prevent such occurrences, and the Department of Public Health finds that plan satisfactory. The Department shall give notice of such orders to vacate and close to the Chief of Police or the Chief’s designee to be executed and enforced by officers in the same manner as provided by San Francisco Health Code section 597.**



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The Department of Public Health may issue Notice(s) of Violation and make orders for violations of this Directive based on a written report made by any City employees writing the report within the scope of their duty.

13. Any Outdoor Dining Establishment that allows patrons to stand and eat or drink on-premises, indoors, or on any publicly owned, pedestrian-traveled way, not more than 20 feet from the premises is injurious to public health within the meaning of Business & Professions Code section 25601 and are subject to reporting to the California Department of Alcoholic Beverage Control.

14. Patrons who violate these requirements are subject to citation per PC 148(a), S.F. Admin Code 7.17, S.F. Police Code section 21, and Cal. Business & Professions Code section 25620.

This Directive is issued in furtherance of the purposes of the Stay-Safe-At-Home Order. Where a conflict exists between this Directive and any state, local, or federal public health order related to the COVID-19 pandemic, including, without limitation, the Social Distancing Protocol, the most restrictive provision controls. Failure to carry out this Directive is a violation of the Stay-Safe-At-Home Order, constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is a misdemeanor punishable by fine, imprisonment, or both.

A handwritten signature in blue ink that reads "Tomás Aragón".

Tomás J. Aragón, MD, DrPH,
Health Officer of the
City and County of San Francisco

Date: July 1, 2020



Exhibit A to Health Officer Directive No. 2020-16b (issued 7/1/2020)

Best Practices for Outdoor Dining Establishments

In addition to preparing, posting, and implementing the Social Distancing Protocol required by Section 6 and subsection 15.h of Health Officer Order No. C19-07e (the “Stay-Safe-At-Home Order”), each Outdoor Dining Establishment that operates in the City must comply with each requirement listed below and prepare a Health and Safety Plan substantially in the format of Exhibit B, below.

These best practices are in addition to the best practice attached to Health Directive 2020-05 for Food Preparation or Delivery Essential Businesses.

Requirements for Outdoor Dining:

1. Section 1 – Service Requirements

- 1.1.*** Outdoor dining, placement of outdoor seating arrangements, and food service must comply with state and local laws, regulations, and permitting requirements (e.g. ADA access, relevant permits for chairs and tables, compliance with applicable zoning, and California Department of Alcohol Beverage Control requirements).
- 1.2.*** Ensure customers and Personnel comply with the Social Distancing and Health Protocol. At a minimum, each Outdoor Dining Establishments must:
 - 1.2.1.*** Require all Personnel to use Face Coverings as required by the Face Covering Order, wash hands frequently, and maintain physical distance of at least 6-feet to the extent possible.
 - 1.2.2.*** Establish designated areas/lines with markings on the ground to indicate six-foot distancing for patrons. This includes check-stands and restrooms, and patrons in various service settings, if applicable (e.g. ordering food, take out, and waiting to be seated).
 - 1.2.3.*** Create directional paths of travel where feasible (e.g. separate entrance and exit for patrons, lines for restrooms).
 - 1.2.4.*** Advise customers that they must wear face coverings any time they are not eating or drinking, including but not limited to: while they are waiting to be seated; while reviewing the menu and ordering; while socializing at a table waiting for their food and drinks to be served or after courses or the meal is complete; and any time they leave the table, such as to use a restroom. Customers must also wear face coverings any time servers, bussers, or other Personnel approach their table.
- 1.3.*** Ensure that tables that are used to seat patrons are spaced to ensure that patrons are at least six feet apart from other patrons seated at different service tables. If service tables cannot be spaced far enough apart to accomplish this, then the Outdoor Dining Establishment must install an impermeable physical barrier between service tables to protect customers and Personnel. Outdoor Dining Establishments must use signage or other techniques (e.g. removing chairs or using rope) to indicate which tables that are not available for use.
- 1.4.*** All patrons must be seated at a table to eat or drink—standing between tables or in other areas of the outdoor space is not permitted.



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- 1.5.** Patrons may not be served food or beverages while waiting to be seated.
- 1.6.** Post signage informing patrons that they must be seated at tables to consume food or beverages, must be at least six feet away from patrons at other tables at all times, and may not drink or carry open containers beyond the premises.
- 1.7.** Umbrellas, canopies, and other shade structures are only allowed if they do not have sides and allow for the free flow of air through the space.
- 1.8.** Encourage reservations to prevent crowds from gathering. Timing of Reservations must allow sufficient time to disinfect customer seating areas.
- 1.9.** Advise customers that they must remain outside the Outdoor Dining Establishment, and may enter the establishment only (1) to access a bathroom, (2) to access an outdoor space that is only accessible by traveling through the restaurant, or (3) to order or pickup food at an indoor counter. This does not apply to customers patronizing other aspects of the Outdoor Dining Establishment (e.g. take-out, or retail) subject to the Social Distancing and Health Protocol, and applicable industry-specific directives.
- 1.10.** Tables should be limited to no more than six customers, unless all are members of the same household. People in the same party seated at the same table do not have to be six feet apart. It is strongly encouraged that only individuals in the same household sit together at a single table.
- 1.11.** Limit cross-contamination and touching of common items. At a minimum, Outdoor Dining Establishments must:
 - 1.11.1.** Encourage customers to view menus using their own mobile devices. Where menus are requested, provide disposable, single use menus, or use laminated menus that can be sanitized after each use.
 - 1.11.2.** Discontinue the practice of leaving card stands, flyers, napkin holders, or other items (e.g. candle holders, or flower vases) on tables.
 - 1.11.3.** Discontinue pre-setting tables with glassware and utensils. Glassware and utensils must be put on the table after customers are seated by Personnel who have washed their hands.
 - 1.11.4.** Utensils must be pre-wrapped in a cloth or paper napkin by Personnel who have washed their hands just before pre-rolling the utensils or napkins. The pre-rolled utensils or napkins must then be stored in a clean container.
 - 1.11.5.** Use disposable napkins and tablecloths or ones made of cloth. Napkins and tablecloths (including unused napkins and tablecloths) must be disposed of or laundered after each customer. Soiled napkins and tablecloths must be kept in a closed container.
 - 1.11.6.** Cleaned flatware, stemware, dishware, etc., must be properly stowed away from customers and Personnel until ready to use.
 - 1.11.7.** Discontinue the use of shared food items such as condiment bottles, salt and pepper shakers, etc. and provide these items, on request, in single serve containers or portions. Where this is not possible, shared items must be supplied as needed to customers and disinfected after each use.
 - 1.11.8.** Encourage customers to use touchless payment options. When touchless payment is not used, avoid direct contact between customers and Personnel. Sanitize any pens, counters, trays, or point of sale systems between each use by a customer. Create sufficient space to enable the customer to stand at least six feet away from



the cashier while items are being paid for, or provide a physical barrier (e.g., Plexiglas of sufficient height and width to prevent transmission of respiratory droplets) between the customer and the cashier.

- 1.11.9.** Provide leftover containers only upon request. Personnel should not fill the leftover container. Each party should fill its own leftover containers.
- 1.11.10.** Servers who both serve food and clear dishes must wash their hands in between these two tasks.
- 1.11.11.** Discontinue use of shared entertainment items, such as board games, pool tables, and arcade games.
- 1.12.** Close areas where customers may congregate, serve themselves, or touch food or other items that other guests may use. Provide these items to guests individually. Discard such items after use or clean and disinfect them after each use, as appropriate. These requirements include but are not limited to:
 - 1.12.1.** Self-service areas with condiment caddies, utensil caddies, napkins, lids, straws, water pitchers, to-go containers, etc.
 - 1.12.2.** Self-service machines including ice, soda, frozen yogurt dispensers, etc.
 - 1.12.3.** Self-service food areas such as buffets, salsa bars, salad bars, etc.
 - 1.12.4.** After-meal mints, candies, snacks, or toothpicks for customers.
- 1.13.** Discontinue tableside food preparation and presentation, such as food item selection carts and conveyor belts, condiment or food preparation, etc.
- 1.14.** Limit the number of Personnel serving individual parties, subject to wage and hour regulations. To the extent possible, have only one person serving a group of customers for the duration of the meal.
- 1.15.** Live entertainment that increases the risk of aerosol transmission of COVID-19 is not permitted (e.g. singing, or playing wind or brass instruments). Live entertainment that does not increase the risk of aerosol transmission of COVID-19 is permitted (e.g. instrumental guitar or piano).

2. Section 2 - Cleaning and Disinfecting Requirements

- 2.1.** Thoroughly disinfect each customer seating location before opening each day and after every use, including tables, chairs, booster seats, highchairs, booths, and the sides of such surfaces. Disinfection must allow adequate time to follow product instructions. Many EPA approved disinfectants require a minimum contact time against the human coronavirus, and the disinfectant must be left on the surface for this amount of time before being wiped off.
- 2.2.** Disinfect highly touched surfaces (e.g. doors, handles, faucets, tables, etc.), and high traffic areas (e.g. waiting areas, hallways, bathrooms) at least once per hour.
- 2.3.** Frequently disinfect bathrooms, at least every four hours. Create and use a daily checklist to document each time disinfection of bathrooms occurs. Conspicuously post the checklist inside each bathroom clearly detailing the dates and times the room was last cleaned, disinfected, or restocked.
- 2.4.** Maintain sanitizer effective against COVID-19 at point of sales area, and at guest and Personnel entrances, including, but not limited to, areas where individuals must touch a door handle to enter.



- 2.5. Servers, bussers, and other Personnel moving items used by customers, dirty linens, or handling trash bags must wash hands after handling those items, or use disposable gloves (and wash hands before putting them on and after removing them) and change aprons frequently.
- 2.6. Provide dishwashers with equipment to protect the eyes, nose, and mouth from contaminant splash using a combination of face coverings, protective glasses, and/or face shields. Dishwashers must be provided impermeable aprons and change frequently. Reusable protective equipment such as shields and glasses must be properly disinfected between uses. Cleaned/sanitized utensils must be handled with clean gloves.
- 2.7. Reusable customer items including utensils, food ware, breadbaskets, etc., must be properly washed, rinsed, and sanitized. Use disposable items if proper cleaning of reusable items is infeasible.

3. Section 3 - Operational Requirements

- 3.1. Major changes to food service operations, such as the addition of cleaning stations, food preparation areas, or food storage areas, may require advance approval by the Department of Public Health.
- 3.2. Increase fresh air circulation for Personnel by opening windows or doors, if possible to do so. Consider installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in all working areas.



Health Officer Directive No. 2020-16b (Exhibit B)
Health and Safety Plan (issued 07/01/2020)

Each Outdoor Food or Beverage Establishment must complete, post onsite, and follow this Health and Safety Plan.

Check off all items below that apply and list other required information.

Business/Entity name: _____ Contact name: _____

Facility Address: _____ Email / telephone: _____

(You may contact the person listed above with any questions or comments about this plan.)

Service Requirements

- Business is familiar with and complies with all requirements set forth in Health Officer Directive No. 2020-16b, available at <http://www.sfdph.org/directives>.
- Has Health and Safety Plan for Health Officer Directive No. 2020-05 for Food Preparation or Delivery Essential Businesses, available at <http://www.sfdph.org/directives>.
- Has necessary permits for outdoor service and placement of tables.
- All Personnel required to use Face Coverings, wash hands frequently, and maintain physical distance of at least 6-feet to the extent possible.
- Designated areas/markings indicate 6-foot distancing for patrons in various settings (e.g. waiting to order, waiting for restroom, ordering take-out, or waiting to be seated).
- Customers are advised they must wear face coverings any time they are not eating or drinking and when personnel approach their table.
- Service tables are placed to ensure that patrons are at least six feet apart or are separated by an impermeable physical barrier.
- Patrons are informed that they must be seated at a table to eat or drink.
- Patrons are not served food or beverages while waiting to be seated.
- Patrons are advised that they may enter the establishment only for limited reasons.
- Signage is posted informing patrons that they must be seated at tables to consume food or beverages, must be at least six feet away from patrons at other tables at all times, and may not drink or carry open containers beyond the premises.
- Service tables are limited to 6 customers, unless all are members of the same household.
- Have disposable or laminated menus that can be disinfected.
- No card stands, candles, flower vases, or other items on tables.
- Tables are not pre-set with glassware and utensils.
- Cleaned flatware, stemware, dishware, etc., is stowed away from customers and personnel until ready to use.

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Health and Safety Plan (issued 07/01/2020)

- Condiments, salt & pepper, etc. are provided on request, either in single serve containers or in shared containers disinfected after each use.
- Encourage customers to use touchless payment options and sanitize any pens or other equipment after each use.
- Leftover containers provided only upon request. Customers fill their own containers.
- No shared entertainment items such as board games, pool tables, or arcade games.
- Umbrellas, canopies, etc. have no sides and allow for the free flow of air.
- Areas where customers congregate, serve themselves, or touch food or other items are closed.
- No tableside preparation or presentation of food tableside.
- No entertainment involving singing, playing wind or brass instruments, etc. that increases the risk of aerosol transmission of COVID-19.

Cleaning and Disinfecting Requirements

- Disinfecting each customer dining location before opening each day and after every use, including tables, chairs, booster seats, highchairs, booths, etc.
- Disinfecting highly touched surfaces (e.g. doors, handles, faucets, tables, etc.), and high traffic areas (e.g. waiting areas, hallways, bathrooms) at least once per hour
- Frequently disinfect bathrooms, at least every 4 hours. Cleaning log conspicuously posted in bathroom.
- Sanitizer available at point of sales area.
- Dishwashers have impermeable aprons and equipment to protect the eyes, nose, and mouth from contaminant splash.
- Reusable customer items (e.g., utensils, food ware, breadbaskets, etc., are properly washed, rinsed, and sanitized) after each use.

Operational Requirements

- Windows or doors are open, if possible, to ventilate areas for Personnel.

Additional Measures

Explain:



Interim Guidance: In-Person Outdoor Dining

UPDATED July 1, 2020

(revised to strengthen face covering requirements and add information about Pop-Ups)

The following guidance was developed by the San Francisco Department of Public Health for use by local facilities and will be posted at www.sfdcp.org/foodfacilities. This interim guidance may change as knowledge, community transmission, and availability of PPE and testing change.

AUDIENCE: Food facilities who are offering In-Person Outdoor Dining. Food facilities include restaurants, bars, distilleries, brewpubs, and wineries that provide bona fide meal service.

BACKGROUND: On June 11, 2020, the Health Officer issues Directive No. 2020-16 authorizing and providing guidance for Outdoor Dining. On July 1, 2020, the Health Officer issued [Directive No. 2020-16b](#) strengthening and clarifying some of the requirements under which Outdoor Dining Establishments are allowed to operate during the COVID-19 pandemic response.

PURPOSE: This document highlights the main points of the Directive, outlines steps you should take and gives you resources and more information to help you comply with the mandatory requirements that are fully detailed in the Directive.

To qualify as an Outdoor Dining Establishment, a business must serve food, and is not permitted to provide alcoholic beverage service without also providing real meal service in a [bona fide manner](#).

Prepare

Create a Health and Safety Plan

The Social Distancing and Health Plan is in a checklist format and serves as a reminder of all the best practices that your business needs to follow including universal requirements such as requiring face coverings, [signage](#), and enforcing six foot distances between people.

Educate and Train Personnel

Personnel must be trained to implement the Social Distancing and Health Protocol and may need training on cleaning and disinfection and how to monitor the number of customers in the store or in line. Customers should maintain a distance of 6 feet if they are not in the same household while waiting in line for pick up or waiting to be seated. Consider training personnel on de-escalation with customers who do not comply with policies and provide resources to employees to address anxiety, stress, and mental health. Recognize the fear in returning to work, communicate transparently, listen, and survey regularly.

Provide information on employer or government-sponsored sick leave and other benefits the employee may be entitled to receive that would make it financially easier to stay at home (see [Paid sick leave in San Francisco](#)). Remember that employees cannot be fired due to COVID-19 results or needed time off for recovery.



Check your space after the long period of low usage

Check for pest infestation or harborage, and make sure all pest control measures are functioning. Perform routine maintenance on ventilation systems including air ducts and vents. Consider flushing out the stagnant water from the plumbing lines by running water through fixtures. Detailed guidance may be found at: <https://www.sfwater.org/flushingguidance>.

Create a Safer Space

You may need to change the physical layout of your business to help social distancing for customers and personnel. Modifications to consider include creating separate entrances and exits and marking spaces with tape or other decals to indicate six-foot distances.

Serving Bona Fide Meals in Your Outdoor Dining Establishment

To qualify as an Outdoor Dining Establishment, a business must serve food, and is not permitted to provide alcoholic beverage service without also providing real meal service in a bona fide manner.

Bona fide meals means prepared and served by the outdoor dining establishment or another person or business operating under an agreement with the outdoor dining establishment. The service of prepackaged food like sandwiches or salads, or simply heating frozen or prepared meals, shall not be deemed as compliant with this requirement.

To serve **bona fide meals** under this Directive, the Outdoor Dining Establishment must have a **valid permit-to-operate as a food establishment** and any other relevant permits required to normally operate.

Follow all of the Best Practices in the Social Distancing and Health Protocol. To help compliance, you may need to ask your Personnel to make changes and customers to change the way they interact with you. Changes may include the following.

Changes For Personnel:

- As always, employees should wash hands before serving food and in between tasks.
- Employees who wear an apron should change it frequently.
- Dishwashers should be provided with equipment to protect the eyes, nose, and mouth. Dishwashers must be provided impermeable aprons that are changed frequently.
- Employees should each have their own pen/pencil.
- Employees must wear a face covering at all times.
- Limit the number of staff serving each party.

Changes to the dining table:

- Patrons at a single table are limited to 6 customers. We strongly encourage that only individuals in the same household should sit together in an outdoor dining setting. People in the same party seated at the same table do not have to be six feet apart.
- Patrons must wear face coverings while seated and any time they leave the table, such as to



use a restroom. Patrons must wear their face coverings unless they are eating or drinking.

- Patrons must be seated and remain seated while eating their meal. Socializing between tables is prohibited. Patrons may only leave the table to use the restroom or pay for their meal.
- Limit the number of passable objects on table and provide condiments such as ketchup, mustard, hot sauce in single servings upon request.
- Encourage patrons to view the menu on their mobile device or provide laminated menus that are disinfected after each use.
- Discontinue presetting tables with utensils and glassware, provide utensils in a prewrapped cloth or paper napkin and use disposable napkins or tablecloths where possible.
- Tablecloths must be changed after each use.
- Patrons are **not allowed to eat or drink indoors** in the dining establishment. Patrons may enter inside to use the restroom or to pick-up/order food. Paths to restroom or pick-up/take out counter should be clearly marked.
- Provide leftover containers only upon request. Staff should not fill the leftover container. Each party should fill its own leftover containers.

Other business changes for preventing and managing COVID-19 transmission

- Disinfect dining location after every use. This includes tables, chairs, and highchairs/boosters. Follow instructions on disinfectants, inform your guests to allow time to be disinfected.
- Disinfect high touch surfaces such as door handles, counter tops, faucets, etc., at least once per hour.
- Ask customers to voluntarily provide a contact name and phone number for their group for possible contact tracing. Customers are not required to provide contact information.
- Make sure you know who worked each shift in order to facilitate contact tracing..

Traffic, bike and sidewalk safety is very important:

- Parties waiting in line outside your business must remain at least 6 feet apart from each other and from customers who may be waiting in line for other businesses nearby.
- People must be able to freely move on the sidewalk. Avoid blocking anyone's ability to pass safely, including avoiding blocking ADA-compliant sidewalk access.
- You should address any other traffic, bike lane or mobility safety issues specific to your location.

Monitoring and Adjusting

At least on a weekly basis, think about how your business and personnel are doing, how well you are complying with your Social Distancing and Health Plan, and what changes are needed to improve your response to the COVID-19 pandemic. Look for new guidance from the [SFPDH Communicable Disease Control and Prevention](#) or the frequently updated page on sf.gov with [comprehensive resources for businesses during the COVID-19 pandemic](#).



Frequently Asked Questions

Q. How often should restrooms be disinfected.

A. Restrooms should be disinfected at the beginning of the workday (or done at closing) and should be disinfected every 3-4 hours.

Q. What is a bona fide meal?

A. See definition above. A bona fide meal does not include prepackaged food. Bars that do not have a valid permit to operate as a food establishment are not allowed to open.

Q. Can I partner with a Pop-Up to serve bona fide meals at my bar?

A. Yes, bars can establish partnerships with restaurants that have appropriate permits. More information on the [requirements to establish a Pop-Up are found on the Environmental Health website](#).

Resources

More resources and information: The [CDC has considerations for Restaurants and Bars](#). The [FDA has useful information about Restaurants](#). California Department of Public Health and Cal OSHA have an [industry guidance for Restaurants, Bars, and Wineries](#).

The Alcoholic Beverage Control (ABC) has information on their [website](#) dedicated to COVID-19 Applications for Shared Spaces can be found [here](#).

[Downloadable signage to print yourself](#), or to request [printed posters](#)

How to get tested for COVID-19 in San Francisco sf.gov/citytests/;

Information from the [San Francisco Office of Economic and Workforce Development about COVID-19](#), such as employer requirements, employee benefits, and resources.

[Paid sick leave in San Francisco](#)

CAL OSHA [information on protecting workers from COVID-19](#).

CDC: Resuming Business Toolkit: [CDC Resuming Business Toolkit](#)