



THE MORRIE ROYAL OAK

COVID-19 Preparedness & Response Plan with Policy

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General

The Morrie Royal Oak takes the health and safety of our guests and associates very seriously. We are committed to reducing the risk of exposure to COVID-19 and we are ready to provide a healthy and safe workplace for our guests and associates.

The following COVID-19 preparedness & response plan has been established for The Morrie in accordance with MIOSHA Emergency Rules for Coronavirus disease 2019 (COVID-19). The purpose of this plan is to minimize or eliminate associate exposure to SARS-CoV-2.

The Emergency Rules have general safeguards applicable for all workplaces and specific safeguards for certain industries. The Morrie management team has read these emergency rules carefully, developed the safeguards appropriate to The Morrie based on its type of business or operation, and has incorporated those safeguards into this COVID-19 preparedness and response plan.

The Morrie has designated a management team to implement, monitor, and report on the COVID-19 control strategies developed in this plan. The Morrie management are Adam Fry, Alexis Moore, Bryan Naddaf, and Symone Brown. These managers will always remain on-site when associates are present on site. An on-site associate may be designated to perform this management role.

This plan will be made readily available to our associates and their representatives. The plan will be made available via email, hard copies given to each associate, and will be posted throughout the establishment.

✔ Exposure Determination

The Morrie has evaluated routine and reasonably anticipated tasks and procedures for all associates to determine whether there is actual or reasonably anticipated associate exposure to SARS-CoV-2. Our management team will be responsible for the exposure determination.

The Morrie has determined that its associate's jobs fall into only the lower exposure and medium exposure risk categories as defined by the OSHA Guidance on Preparing Workplaces for COVID-19:

- **Lower Exposure Risk Jobs**. These jobs do not require contact with known or suspected cases of COVID-19 nor frequent close contact. Associates in this category have minimal occupational contact with guests and other associates.
- **Medium Exposure Risk Jobs**. These jobs are those that require frequent or close contact with people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients.

Our management team verifies that The Morrie has no high-risk exposure jobs. High exposure risk jobs have high potential for exposure to known and suspected cases of COVID-19.

The Morrie has categorized its jobs as follows:

Job/Task	Exposure Risk Determination	Qualifying Factors
Service Associate	Medium	Public Contact
Kitchen Associate	Lower	No Public Contact

✔ Engineering Controls

The Morrie has implemented feasible engineering controls to minimize or eliminate associate exposure to SARS-CoV-2. Engineering controls involve isolating associates from work-related hazards using ventilation and other engineered solutions. In workplaces where they are appropriate, these types of controls reduce exposure to hazards without relying on associate behavior and can be the most cost-effective solution to implement.

The Morrie management team will be responsible for seeing that the correct engineering controls are chosen, installed, maintained for effectiveness, and serviced when necessary.

The following engineering controls have been implemented:

Job/Task	Engineering Control
Service Associate	Increasing the amount of fresh outdoor air by opening garage doors
Service Associate	Installed a plexiglass barrier between workers and guests
Service Associate	Modified parking lot to include curbside pickups
Service Associate	Installed QR menus for touchless ordering

✔ Administrative Controls

Administrative controls are workplace policies, procedures, and practices that minimize or eliminate associate exposure to the hazard. Our management team will be responsible for seeing that the correct administrative controls are chosen, implemented and maintained for effectiveness.

The following administrative controls have been established for The Morrie:

Job/Task	Administrative Control
All Associates	Maintain at least six feet of distance from everyone on the worksite.
Management Team	Signs, and physical barriers to prompt associates to remain six feet from others.
Service Associates	Proactively sanitizing high exposure areas
Management Team	Staggering in associates in-times to reduce potential exposure
Kitchen Associates	Wearing gloves at all times and replacing them periodically
Management Team	Providing bathroom attendants to ensure hand washing and cleanliness
Management Team, Security Team	Restrict the number of guests in the establishment at any given time.
All Associates	Minimize the sharing of tools, equipment, and items.
Kitchen Associates	Enhanced deep cleaning nightly
Management Team, Security Team	Provide associates and guests with non-medical grade face coverings.
Management Team	Require associates to wear cloth face coverings when they cannot consistently maintain six feet of separation from other individuals in the workplace.
Management Team, Security Team	Require guests and the public to wear cloth face coverings.
Service Associates	Promote curbside and home delivery to guests.
Service Associates	Nightly deep cleaning of shared equipment and tools
Management Team	Encourage proper cough and sneeze etiquette by associates, including covering coughs and sneezes, and coughing and sneezing in one's elbows rather than hands

✔ Hand Hygiene

The Morrie management team will be responsible for seeing that adequate handwashing facilities are available in the workplace and that regular handwashing is required. Frequency of such handwashing will be determined in part by factors such as when and how often the associate hands are potentially exposed to SARS-CoV-2.

When handwashing facilities are not available, The Morrie shall provide associates with antiseptic hand sanitizers or towelettes. The Morrie will provide time for associates to wash hands frequently and to use hand sanitizer.

The Morrie shall promote frequent and thorough hand washing, including by providing associates, guests, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide antiseptic hand sanitizers or alcohol-based hand towelettes containing at least 60 percent alcohol.

✔ Disinfection of Environmental Surfaces

The Morrie will increase facility cleaning and disinfection to limit exposure to COVID-19, paying attention to parts, products, and shared equipment. The Morrie will pay special attention to high touch surfaces such as: door knobs, touch screens, payment equipment, trays, pens, condiments, and chairs and tables. The Morrie will make cleaning supplies available to associates upon entry and throughout the worksite.

The Morrie will be responsible for seeing that environmental surfaces in the workplace are cleaned and disinfected. Frequency of such disinfection will be determined in part by factors such as when and how often the environmental surfaces are potentially exposed to SARS-CoV-2. When choosing cleaning chemicals, The Morrie will consult information on Environmental Protection Agency (EPA)-approved disinfectant labels with claims against emerging viral pathogens. Products with EPA-approved emerging viral pathogens claims are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. The manufacturer's instructions for use of all cleaning and disinfection products will be strictly adhered to.

Surface	Method/Disinfectant Used	Schedule/Frequency
ALL SURFACES	Cleaner Disinfectant Peroxide	Before and After any potential exposure

The Morrie will perform enhanced cleaning and disinfection after persons confirmed to have COVID-19 have been in a work area. In the interim, that work area will be temporarily closed, and associates will be sent home. The Morrie will then employ an independent cleaning crew to deep clean and disinfect the infected area, and entire workspace. The Morrie management team will be responsible for seeing that this protocol is followed.

✔ Personal Protective Equipment (PPE)

The Morrie will provide associates with types of personal protective equipment for the protection from SARS-CoV-2 appropriate to the exposure risk associated with the job. The employer must follow current CDC and OSHA guidance for personal protective equipment.

All types of PPE are to be:

- Selected based upon the hazard to the worker.
- Properly fitted and periodically refitted as applicable.
- Consistently and properly worn.
- Regularly inspected, maintained, and replaced, as necessary.
- Properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment.

The Morrie will provide non-medical grade face coverings to all associates. The Morrie will require all associates to wear face coverings at all times in the workplace. The Morrie will consider face shields if associates cannot consistently maintain three feet of separation from other individuals in the workplace. The Morrie will provide gloves to all associates and require all Kitchen Associates to wear gloves at all times. These gloves will be replaced periodically when necessary.

✔ Health Surveillance

The Morrie will conduct a daily entry self-screening protocol for all associates and contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, if possible, a temperature screening. The Morrie management team will be responsible for ensuring that all required health surveillance provisions are performed.

As associates enter the place of employment at the start of each work shift, The Morrie management team will screen for COVID-19. The Morrie management team will have each associate complete a questionnaire covering the signs and symptoms of COVID-19.

A no-touch thermometer will be used for temperature screening of associates. The Morrie will similarly screen contractors, suppliers, and any other individuals entering the worksite.

Associates have been directed to promptly report any signs and symptoms of COVID-19 to The Morrie management team before and during the work shift. The Morrie has provided associates with instructions for how to make such a report to the employer.

The specific instructions for associate reporting signs and symptoms of COVID-19 are as follows:

Associates will report symptoms including but not limited to: fever, chills, repeated shaking, muscle pain, headache, sore throat, loss of taste or smell, diarrhea, nausea, vomiting, atypical coughing, or shortness of breath to their manager immediately.

If these symptoms occur before their work shift, the associate shall not come in to work. They shall notify their manager and consult a healthcare provider if necessary.

If these symptoms occur during their work shift, the associate shall notify a manager, possibly be sent to self-isolation, and consult a healthcare provider if necessary. Similarly, if associates come into close contact with someone showing these symptoms, they must notify their manager.

We have the responsibility to identify and notify all associates who are in close contact with anyone reporting COVID-19 symptoms. "Close contact" is not a brief or incidental contact with a person with COVID-19 symptoms.

The Morrie will not discharge, discipline, or otherwise retaliate against associates who stay at home or who leave work when they are at particular risk of infecting others with COVID-19.

When an associate is identified with a confirmed case of COVID-19, The Morrie management team will notify the local public health department immediately, and any co-workers, contractors, or suppliers who may have come into contact with the person who is the confirmed case of COVID-19, within 24 hours. When notifying coworkers, contractors, and suppliers, The Morrie will not reveal the name or identity of the confirmed case.

The Morrie will allow associates with a confirmed or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC.

✔ Training

The Morrie management team shall coordinate SARS-CoV-2 training and ensure compliance with all training requirements.

The Morrie will train associates on, at a minimum:

- Workplace infection-control practices
- The proper use of personal protective equipment and cleaning solutions
- Steps the associates must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.
- How to report unsafe working conditions.

The Morrie shall create a record of the training. Records should include the name of the associate(s) trained and the date of the training.

✔ Recordkeeping

The Morrie will maintain records of the following requirements:

- The Morrie shall maintain a record of all COVID-19 associate training.
- The Morrie shall maintain a record of screening for each associate or visitor entering the workplace.
- When an associate is identified with a confirmed case of COVID-19, record when the local public health department was notified; as well as any co-workers, contractors, or suppliers who may have come into contact with the person who was the confirmed case of COVID-19.

The Morrie will also keep contact tracing forms of all dining guests.

The Morrie management team will ensure that the records are kept.