



March 17, 2020

Dear Food Establishment Owner/Operator:

On March 16, 2020, Connecticut Governor, Ned Lamont, issued Executive Order No. 7D regarding the protection of public health and safety to be effective during the novel Coronavirus 2019 (COVID-19) pandemic. In response to this order, CT restaurants and bars must close their seating/dining areas and go to food and/or beverage carry-out orders and/or food delivery only, or otherwise must close completely until further notice. The Uncas Health District (District) received clarification today that his announcement applies not only to commercial retail food and beverage establishments but also to private clubs and "members only" food establishments and bars. The order also limits crowd capacity for social and recreational gatherings and "in-person" events to a maximum of 50 people.

At this time, we strongly encourage all food establishments to create or update your business Continuity of Operations Plans (COOP) such as Employee Health, Personnel Hygiene, and Cleaning and Sanitation Policies and train all staff and/or members to know what to do and how to do it. Below is a list of additional practices to implement in order to avoid being exposed to COVID-19 during the pick-up and delivery of foods:

1. Do not come to work if you are ill or have the beginning symptoms of the flu.
2. Clean and disinfect "high touch" surfaces frequently. Use a COVID-19-approved disinfectant.  
(A list is enclosed with this notice. Ensure that staff have everything they need to do their jobs.)
3. Close self-serve areas such as beverage dispensers and use single-service condiment packages.
4. Wash your hands often with soap and water for at least 20 seconds or double-wash hands.
5. Cover coughs and sneezes with a tissue. Cough or sneeze into the elbow if tissue is unavailable.  
(Dispose of used tissues immediately. Have trash containers nearby for used-tissue disposal.)
6. Keep alcohol-based sanitizer and single use facial tissues on counters available for patrons, staff, and in delivery vehicles. Please note that the use of face masks is not recommended at this time.  
(Note: In times of scarcity, countertop items may need to be secured to prevent unauthorized removal.)
7. Maintain social distancing of approximately 6 feet. (Signage may be helpful to encourage patrons and employees to maintain distance when picking up orders and to cover coughs and sneezes.)
8. Switch out food serving utensils frequently and use a chemical sanitizer after washing dishes.  
(Note: Follow CDC instructions for disinfectant concentrations and do not mix disinfectants. More is not better!)
9. Do not refill beverage cups or containers brought in from patrons until further notice.
10. Have a protocol in place on how to handle a 'bodily fluid event'. (See the enclosed guide on Norovirus)

If you suspect you have been exposed to COVID-19, please contact your healthcare provider. For additional information on cleaning and sanitizing and other precautions against novel Coronavirus 2019, please visit <https://portal.ct.gov/Coronavirus>. For any other questions, please contact us.

Sincerely,

A handwritten signature in blue ink, appearing to read "Patrick R. McCormack".

Patrick R. McCormack, M.P.H., Director of Health for the Uncas Health District

Enclosures