

## IOPS Covid-19 Cleaning and Protection Procedures

It's long been a source of pride for us that no one has ever gotten sick because they stayed or dined with us. The appearance of Covid-19 (novel corona virus) should not change this. To assure the continued good health of staff and guests, please put into place the following enhanced cleaning and protection procedures:

- All staff are to wear disposable gloves for cleaning and food related tasks.
- Do not touch face or other body parts while wearing gloves. If you touch any unprotected surface while wearing gloves, immediately change gloves
- Wash hands frequently with soap and warm water. Wash for at least 20 seconds; sing Happy Birthday twice to approximate 20 seconds.
- Use CDC listed disinfectants on ALL room, dining room, kitchen and common space surfaces as well as any frequently touched objects like tables, doorknobs, light switches, door and drawer handles, refrigerator doors and handles, desks, etc., as well as normal disinfecting of toilets, faucets, sinks, tubs, and showers. Use bleach water on all kitchen surfaces
- Wear gloves when handling laundry, change gloves after handling dirty laundry
- Frequently sanitize common use items like phone handsets
- Avoid handshaking; the elbow bump is our best bet
- Sneeze or cough into your elbow, not into your hand
- All guest remotes are to be plastic wrapped, with wrap changed between guests
- All guest key fobs are to be bleach water sanitized on return to the front desk
- **Restaurant tables are to be spaced a minimum of three (3) feet between tables**
- **In the event cases are diagnosed in our community**, front of house staff are to wear gloves for setting and breaking down tables, serving food and making drinks. Gloves are to be changed regularly over the course of a shift
- Any employee experiencing respiratory symptoms should not report to work. Please communicate with your manager to arrange shift coverage and sick leave. This is not due to assumption you have a Covid-19 infection. Rather it is to assure we don't give the virus a place to settle. If your immune system is compromised and/or you are already fighting a respiratory infection, it will be harder for you to fight off a new infection.

Much of virus transmission prevention are things we do every day, the reason no guest has ever gotten ill from a stay here. These additional procedures are to assure we maintain our track record of assuring the health and wellbeing of our guests and staff.