

<b>COVID19 – SANITARY MEASURES (INLAND CANTEENS)</b>	<b>Reference No</b>	<b>BC/IC/093</b>	<b>Issue No.</b>	<b>1</b>
	<b>Prepared by</b>	Inland Catering Executive	<b>Last revised</b>	n/a
	<b>Approved by</b>	Operations and Finance Manager	<b>Next revision</b>	July 2021

**Purpose:** This guidance is to help Inland catering artisans, drivers or any other Beachcomber catering artisan to protect themselves while working at Lycée des Mascareignes ( LDM) cafétéria where they could be exposed to COVID-19

**Scope:** All inland drivers, inland catering artisans or any other catering artisan working at the Cafétéria of LDM.

**Monitoring:** Inland Catering Executive

**Responsibilities:** Supervisors working at LDM, Sales Inland Catering Executive

**Verification:** Human Resources Manager & Operations & Finance Manager

**Records:** N/A

**Distribution List:** Human Resources Dpt, Operations & Finance Dpt, Supervisors, Inland drivers and Inland catering artisans

**Appendix:** N/A

**Prepared by:** .....  
**Operations and Finance Manager**

**Date: 31.07.2020**

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This work protocol is based on the '**Back to Work**' protocol which will help all artisans working at Lycée des Mascareignes cafétéria achieve an appropriate safe and healthy work environment.

Actions to be taken prior to resumption of service

- All machinery, equipment as well as evaporator to be tested and maintained operational and in good working condition including a deep cleaning
- Deep cleaning and proper disinfection to be organized at the cafeteria including tables and chairs done by LDM cleaning team.
- To consider sufficient space between chairs/tables at the cafeteria by LDM staffs.

General measures from the '**Back to Work**' protocol are:

- Temperature control check before start of work by LDM staffs
- Appropriate training on awareness of 'Back to work' protocol
- Proper hand hygiene is an important infection control measure and regular handwashing with soap & water. Use of an approved alcohol-based hand sanitizer containing at least 60% alcohol to regularly disinfect the hands
- Close contact should be limited
- Touching of eyes, nose, or mouth should be avoided
- Cleaning and disinfection of tables/chairs to be done after every service by LDM cleaning team

Below list of additional precautionary measures to enhance safety when exposed to COVID19 environment:

- At the cafétéria, it is advisable to limit close contact with others by maintaining a safe distance of at least 1.5m and no physical contact between and among our artisans and LDM staffs; no kissing, handshakes or fist bumps – to enforce greeting by 'namasté'.
- Close proximity of staff during service should be minimized.
- Wearing of masks will be compulsory prior entering the canteen zone.
- Wearing of personal protective equipment (PPE) like gloves and masks is mandatory to perform job tasks.
- Wearing of mask covering the mouth and nose is compulsory while around other LDM staffs and students, especially in situation where the recommended physical distance from others cannot be maintained.
- Serving protocols to be respected: food to be served by our artisans and to avoid LDM staffs or students manipulating serving utensils. After each food service, gloves are to be changed disposed of in a safe manner.
- Routine cleaning and disinfection of frequently touched surfaces using alcohol based products should be practiced. Such surfaces may include but not limited to catering and food service buffet, trays trolley, tilt machine, tray support, door handles.

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- To ensure all cleaning equipment are correctly washed and kept in disinfectant after cleaning activity.
- To frequently wash their hands with water and soap for 20 seconds, at least every 30 minutes.
- Deep cleaning of all floors and to maintain our clean as you go principle
- Ensure proper aeration, no mould formation and humidity odour at the cafeteria premises.
- Handle all wastes in a hygienic manner well enclosed in a plastic bag.