

	<h2 style="color: purple;">COVID-19 Safety Protocol for the Cafeteria</h2>	
	<p>Document number based on ISO 45001:2018 : HSE.3.PP.2/G15</p> <p>Issue Date: 24/09/2021</p>	

General Information:

- As of Monday, 04th of October 2021, the Cafeteria is open from 07:00 – 21:00 every workday and from 08:00 – 15:00 on Saturday.
- The allowed number of persons indoors and outdoors the Cafeteria is defined and posted at the entrance points of the Cafeteria. The Cafeteria staff with the help of the security guards will monitor the traffic, when needed.
- The cafeteria will be serving the students, staff and faculty members, and visitors of EUC who are complied with the **«EUC. 12. Entry Screening Safety Protocol»**.
- Menu with product prices is available at the service bar of the Cafeteria and online.

A. Access:

1. All Cafeteria staff and visitors must consult the **«EUC. 12. Entry Screening Safety Protocol»**
2. All visitors will have access to the indoor space of the Cafeteria through its two main entrances with sliding doors.
3. All visitors should wear their own masks indoor and outdoor the EUC premises. Use of masks is mandatory in all closed public and crowded spaces for all persons aged 12 or older. Use of surgical masks instead of cloth masks is encouraged.
4. Appropriate containers with hand antiseptic are available for hand disinfection at the two defined entrances of the Cafeteria.

B. Cafeteria staff:

1. Masks and gloves are mandatory for the staff at the service points and the cashier. Correct size should be chosen for everyone. The cafeteria staff should replace their gloves frequently. Damaged gloves must be replaced immediately.
2. All individuals waiting along the entire queue for orders should maintain the measure of 2m physical distancing by standing only on the red circle signs. Overcrowding should be avoided.
3. Contactless transactions should be preferred.
4. Access to the kitchen is not allowed for visitors.
5. Drinks will be served only in single-use plastics or other single-use containers with single-use straws.
6. Hand hygiene is strongly recommended after touching high-touch surfaces and common objects.
7. Sharing of pens, pencils, papers, and other stationery or personal materials between the cafeteria staff in the bar and between the cafeteria visitors is strictly forbidden.

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C. Seating and dining areas:

1. Tables will be placed at safe distance between them over the entire outdoor area of the Cafeteria according to the latest measures announced by the Ministry of Health for dining areas.
2. All Cafeteria staff and visitors are encouraged to use their own mask every time they need to move from their seat or the working position and should maintain the safe distance of 2m while walking inside the Cafeteria, along the corridors or when visiting the toilets.
3. Ventilation and a/c systems will be operating an hour before and during the working hours of the Cafeteria. If the a/c system has a mode for air recycling, it should be turned off. All these systems are well maintained with their filters cleaned under the responsibility of the Maintenance Department.

D. Use of toilets:

1. The toilets are equipped with the appropriate consumables under the responsibility of the Cleaning Department (water, soap, and antiseptic liquids) for disinfection of hands. One person should visit the toilet each time.
2. Before using the toilet, perform hand hygiene with hand antiseptic.
3. Avoid crowding when using the toilet – only one person at a time should enter.
4. Perform hand washing with water & soap for at least 20 seconds right before and after use of the toilet.
5. For hand drying, prefer use of single-use paper towels.
6. Keep lid closed when flushing to avoid spread of droplets.
7. Keep toilet adequately ventilated.

E. Leaving the Cafeteria:

1. Everybody is encouraged to keep wearing their own mask until they exit the premises.
2. There is a closed bin with pedal placed outside every entrance/exit point for safe disposal of any used protective equipment (masks, gloves etc.).
3. The health professionals from First Aid and Medical Station will be available periodically at all the entrance/exit points for demonstration and guidance on how to remove personal protective equipment safely.

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F. Emergency:

1. In case of a suspicious or a positive case, the emergency action plan will be applied by the nursing staff of the First Aid and Medical office.
2. If a person has COVID-related symptoms when arriving at any of the defined entrance/exit points of the premises, the nursing staff of the First Aid and Medical office is properly prepared and adequately equipped to act accordingly in close communication with HSE & Security office.

Notes:

- ✓ The cleaning staff disinfects all surfaces frequently, especially the study spaces, the reception desk, and the toilets, to maintain public health and safety.
- ✓ The nursing staff and the security personnel will be on duty for ensuring compliance with the measures required by the current safety protocol.
- ✓ The TV screens operating in the premises display important information regarding COVID – 19 such as symptoms, protective measures, and correct method of washing hands.
- ✓ There are guidelines for proper handwashing in the toilets and at the defined entrance/exit points of the buildings.