

## Avoid Common Violations of COVID-19 Restaurant Requirements

Food service establishments must comply with [COVID-19-related requirements](#) issued by New York State. Avoid the most commonly observed violations by making sure you have put in place the following measures:

### Maintain a safety plan.

- Prepare a reopening safety plan. See the [business reopening safety plan template](#).
- Post the plan on-site in a visible location.
- Designate a site safety monitor who will make sure that there is continuous compliance with all aspects of the plan.

### Maintain a daily cleaning log.

- Create a cleaning log that includes the date, time and scope of cleaning and disinfection. See the [daily cleaning log template](#).
- Train staff on cleaning and disinfecting procedures and how to complete the log.
- Make sure that daily cleaning and disinfecting is performed and that the log is completed.

### Conduct a daily health screening of employees.

- Screen employees by:
  - Conducting a temperature check **and**
  - Having employees complete a questionnaire on-site or remotely. See [sample COVID-19 screening tool](#).
- Designate a person responsible for reviewing all screening questionnaires and for maintaining a daily record indicating that all health screening assessments have been reviewed. See [sample template](#).

### Designate markings that are 6 feet apart in areas where lines form or people gather.

- Indicate (for example, by placing tape or stickers on the floor) 6 feet of distance in areas where:
  - Customers line up to place an order, pick up food, pay, wait to be seated or use the restroom.
  - Employees may gather, such as clock-in and out stations, health screening stations and breakrooms.

### Post required signs.

- Post signs in visible locations to remind customers and employees to:
  - Stay home if sick.
  - Wear a face covering (covering both their nose and mouth) at all times if they are an employee, and when not seated, if they are a customer.
  - Quarantine if they have recently been to a state with significant community transmission of COVID-19, in accordance with [New York State travel advisory](#).
  - Properly store and discard personal protective equipment.
  - Adhere to physical distancing instructions.
  - Report symptoms of or exposure to COVID-19, and how they should do so.

- Follow cleaning and disinfection guidelines.
- Practice healthy hand hygiene.
- Cover your cough or sneeze with your arm, not your hands.
- Report any violations by calling 833-208-4160 or texting 'VIOLATION' to 855-904-5036.
- The number of patrons that constitutes 25% capacity in the establishment.
- Printable signs in multiple languages can be found on the NYC Health Department's [COVID-19 Posters and Flyers webpage](#).

**The NYC Health Department may change recommendations as the situation evolves.**

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