

Winery Reopening Safety Checklist

Hermann J. Wiemer Vineyard and **Standing Stone Vineyards** are complying with all state and local regulations, as well as the guidance of the Centers for Disease Control. The following checklist will be followed consistently to maintain a healthy environment for your employees and customers.

*Note - This guidance is subject to change to align with the New York Department of Public Health state guidance.

- There is a designated person within the business who is responsible for responding to COVID-19 concerns.
- Signage will be posted at each public entrance of the facility to inform all employees and customers to ensure they wear a mask, maintain a minimum 6-foot distance, wash hands or use sanitizer upon entry; and not engage in any unnecessary physical contact.

Waiting Area:

- The number of people in any waiting areas will be based on the ability to maintain 6 feet of physical distance between parties
- Floors will be marked with 6 foot markers indoors and on the deck area
- In case of inclement weather, customers may be asked to wait in a designated outdoor area or in their cars until their wine station or table is available
- Customers will be encouraged to place retail orders ahead of time for pickup when they arrive, and any to-go orders at their table during their reservation to decrease time spent in the retail area

Facility Sanitation:

- Hand sanitizer will be available in at the cleaning stations near the entrances and near the bathrooms
- Cleaning log is kept for all break rooms, bathrooms and other common areas to document that cleaning and sanitation are occurring routinely.
- All entries, waiting areas and frequently touched surfaces and shared objects, including self-serve dispensers, doorknobs, countertops and tables will be cleaned and sanitized consistently throughout the day
- A team member will be designated at each shift to oversee sanitation and disinfection procedures
- All guest tables will be cleaned and disinfected between reservations

Curbside Pickup:

- We will continue promoting curbside pickup options for customers who do not have reservations for sit-down service
- There will be designated pick-up areas for any guests who purchase wine

Service Area:

- We will wash, rinse, and sanitize all contact surfaces, glassware areas, and glassware after every use
- Glassware dishwasher will be run at the highest level of sanitizing

Wine Purchase:

- Touchless payment options (ordering online via our website) will be offered. If making an in-house purchase, we kindly ask that only credit cards be used at this time to avoid cross contamination associated with cash handling. The credit card machine will be sanitized after each use.
- A customer is not required to sign the iPad following a transaction. This will not make the transaction any less secure but will avoid shared touching of the iPad.
- Staff must sanitize hands between handling payment options

Outside Seating Area & Covered Patio:

- Open outdoor seating will be limited to family/household members of not more than 6 people
- There will be at least a 6-foot distance between any seating areas
- Disposable one-use menus will be used for ordering
- All tables and seating will be cleaned and sanitized after each guest leaves prior to the next reservation
- Employees will wash their hands after directly handling used beverage service items
- Reservations will be required for all tables

Indoor Seating Area <estimated June 15>:

- Indoor seating will require all the same preventive measures as listed in the outdoor dining checklist
- Open indoor seating will be limited to 50% capacity; parties will be limited to 4 guests and will at all times maintain 6 feet distance from other diners and tables
- We will prioritize outdoor seating as much as possible and if weather permits
- Reservations will be used exclusively at this time to prevent people from gathering and to allow us to stagger seating times to space traffic flow

- We will encourage customers to place wine orders ahead of time via our website for pickup at arrival to decrease the length of time they spend at the winery
- We will ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, other methods

Staff and Employer Policies:

- Employees have been told to not come to work if sick and informed of who to contact if an employee becomes ill during the workday
- Employees have been instructed to maintain at least 6-foot distance from customers and from each other, except to momentarily accept payment, deliver goods or services, or as otherwise necessary
- Employees have been trained on proper use of cloth face coverings, gloves, hand washing, and other routine preventive measures.
- Face masks will be required by employees at all times during the workday when not on a meal break
- Employees will be provided with hand washings supplies and provide alcohol-based hand sanitizers containing at least 70% alcohol at stations around the establishment
- Employees will be provided with accurate information about how COVID-19 is spread and the risks of exposure
- All staff will be trained on proper cleaning procedures to ensure safe and correct application of disinfectants
- Shifts will be rotated or staggered when possible to limit the number of employees in the workplace at the same time
- Employer will provide all necessary PPE such as face coverings
- A COVID-19 business operating plan will be shared with all employees and can be available to customers upon request