

Safe Work Procedure

Name: Indoor Lunch Area	Safe work procedure #
Release date:	Revision date:
Date of approval:	Management signature:
Required training: COVID-19 on-farm rules and food safety orientation	

Required Personal Protective Equipment and additional precautions:

	No jewelry: including bracelets, watches, rings, or necklaces		Long or loose hair must be tied back or contained
	Follow recommended hand washing protocols		Keep a 2-meter distance

Potential Hazards:

Safe Work Procedure

Before approaching designated lunch area

1. Know the location of the lunch area
2. Wait for your turn
3. Bring only the items you will need for lunch (e.g. lunch bag)

During lunch

1. Wash hands before eating
2. Always keep a 2-meter distance
3. Use disinfectant supplies provided to wipe any shared areas (e.g. table, microwave) prior to and after use
4. Do not share items such as eating utensils, towels, glasses

After you Finish

1. Put unwanted food and disposable utensils in designated garbage cans
2. Leave your sitting area clean: securely put away your belongings and wipe your area (e.g. table)
3. Wash your hands
4. Always keep a 2-meter distance

At all times practice respiratory etiquette:

- Cough or sneeze into your elbow sleeve
- Dispose of tissues in garbage cans
- Wash hands with plain soap and water for at least 20-30 seconds or use an alcohol-based sanitizer often, especially before eating, after using the washroom, before and after work.
- Avoid touching your face.

REPORT ANY HAZARDOUS SITUATION TO YOUR SUPERVISOR/MANAGER OR EMPLOYER IMMEDIATELY