

Protection concept for the FB area **Campus Hotel Hertenstein**

Restaurant measures:

- Every guest should be able to disinfect their hands before entering the restaurant/terrace
 - Install hand hygiene stations in front of the entrance to the restaurant
 - In a prominent position at the entrance, display the official flyer from the FOPH with its recommendations
- When possible, the doors leading to the restaurant should be opened by a member of the service team – no contamination (the guest doesn't have to use their hand to open them)
- Guests cannot check in their coats – they can take them to their seat
- Distance between groups of guests is 1.5m „shoulder to shoulder“
- Max. number of persons per table is no longer applicable
- Physical contact with guests is strictly forbidden
- Ensure that groups of guests are not mixed together
- Menus are cleaned/disinfected after each guest
- Guests are advised that cashless payments are preferred
- Air the restaurant 4x a day for about 10 minutes
- A mask must be worn when delivering room service
- Wine service
 - Open on the *Guéridon* table so the 1.5 metre distance rule can be observed

Personal data measures:

- Guests provide contact information at the entrance; first name, family name, telephone number, date, time of entry
- The establishment keeps the data for 14 days and then completely destroys it
- The cantonal medical service can request these contact details if it is deemed to be necessary

Employee measures:

- Install hand hygiene station in the back office
 - Hands should be disinfected between every course
- Avoid touching objects and surfaces
- Employees are recommended to also keep a distance of 2m
- Stay at home at the first sign of symptoms – self-isolate according to the FOPH guidelines. Clarify with your GP if a Corona test is necessary
- Regularly disinfect shared surfaces (work surfaces, telephone, cash register)
- Minimalistic tables: Set, serviette, HG-cutlery and water glass, flower, cruet

- Place/remove cutlery and glasses only after disinfecting hands or while wearing gloves
- Everything in the immediate vicinity of the guests must be disinfected / washed when they leave
- Door handles, chair armrests, coffee machine and other work materials are disinfected at least 2x a day (after breakfast and before closing time)
- WC facilities must be cleaned and disinfected after every shift. A protocol must be kept. Disinfectant is available
- Work clothes are changed daily
- Transparency with respect to the health situation in the establishment
- Masks are available in the back office

Management measures:

- Soap dispensers, hand sanitizer, disposable towels, masks as well as cleaning materials are regularly refilled
- Stock is regularly checked and replenished
- Employees who belong to a risk group are obliged to report this

Waste measures:

- Wearing gloves is compulsory when dealing with waste or dirty laundry
 - After use they are disposed of immediately and hands must be washed and disinfected
- Open waste bins are emptied several times a day
- Rubbish sacks are not compressed manually

Seminar measures:

- Each guest is provided with a small bottle of hand sanitizer for their own use
- Disinfectant is available for everyone and placed in a visible position during the coffee break
- Seminar seating is arranged so there is a distance of 2 metres between participants where possible
- After each coffee break the pens provided for use by CHH are disinfected. The black leather pads are also disinfected every evening

Event measures:

- The group will be separated from other guests as far as possible to reduce the points of contact
- Employees will wear a mask when dealing with groups of 30 persons or more.

