



**Covid-19  
Safety Plan**

# Berezan Liquor Store COVID-19 Safety Plan

## 1 INTRODUCTION

---

Berezan Liquor Stores has developed a safety plan to address the Covid-19 pandemic. The plan is designed to identify potential risks and how they are managed within our locations. As well as steps to recognize other areas of risk as they present themselves.

## 2 ASSESSED RISKS

---

- Potential risk to both staff and guests by exposure to a Team member that may have contracted COVID-19
- Potential risk to both staff and guests by exposure to a Vendor or business-related visitor that may have contracted COVID-19
- Potential risk of Staff exposure to a Guest/Customer that may have contracted COVID-19
- Managing Physical Distancing among staff
- Ensuring the safety of our Guests/Customers through potential exposure to infected individuals or touching contaminated surfaces

## 3 POLICIES AND REDUCING THE RISK

---

| <b>Identified Risk:</b>                                     | <b>Preventative Measures:</b>   |
|---|---|
| Exposure to a Team member that may have contracted COVID-19 | <ul style="list-style-type: none"><li>- All team members are required to complete a health questionnaire prior to each shift, including the taking and documentation of their temperature</li><li>- Any team members exhibiting symptoms or are feeling ill are required to either stay home, or be sent home immediately, and are to contact 811 or a doctor and follow any self-isolation recommendations</li><li>- Any team members who were knowingly exposed to someone who has a confirmed case of Covid-19 are required to self-isolate for 14 days</li><li>- Any team member who has been exposed to someone who is not feeling well but is not believed to have COVID-19 are to be monitored throughout their shift, and are to be sent home at the first signs of being ill</li></ul> |

|   |   |
|---|---|
| <p>Exposure to a Vendor or business-related visitor that may have contracted COVID-19</p> | <ul style="list-style-type: none"> <li>- Limit visits to necessity, and conduct visits/meetings virtually whenever possible</li> <li>- All vendors or visitors are required to complete a health questionnaire, including the taking and documentation of their temperature</li> <li>- Any vendors or visitors exhibiting symptoms are not permitted to enter the facility</li> </ul>   |
| <p>Staff exposure to a Guest/Customer that may have contracted COVID-19</p>               | <ul style="list-style-type: none"> <li>- Posted Signage, asking guests to not enter the building if they are not feeling well, or are on a required quarantine or isolation</li> <li>- Signage is posted limiting of the number of guests in the building at a time, to ensure enough room for physical distancing. The number of guests allowed varies by the size of location</li> <li>- Hiring of Security Guards during volume periods to manage the number of guests in the building at a time, and respond to anyone that is not following physical distancing requirements</li> <li>- Decals on the floor in front of the til areas to mark the line to which guests are to stand behind, physical barriers can be added as well (such as, cases of beer or ropes), any physical barriers must be cleanable or a sheet of plastic must be put over the barrier that can be cleaned</li> <li>- Plexiglass “cough shields” have been installed at each til to enhance the efforts of physical distancing</li> <li>- Encourage delivery options such as Skip the dishes and Uber Eats, to reduce the number of people entering the location</li> <li>- Encourage debit and credit transactions and ‘Tap’ payment whenever possible</li> <li>- Hourly cleaning schedules for sanitation of all high-touch locations</li> <li>- Overnight usage of Sanitation Foggers, Minimum usage of every 3 days to sanitize difficult and low contact surfaces</li> <li>- Team members may wear gloves, sanitizer is always available and encourage frequent hand washing</li> <li>- Masks are available for all team members, and are available if they wish</li> </ul> |

|  |   |
|--|---|
| <p>Managing Physical Distancing among staff</p>    | <ul style="list-style-type: none"> <li>- Only one person is to be working in the location office at a time, unless distancing of 2 meter or 6 feet is possible</li> <li>- Break rooms/staff areas, only one team member is to take their break at a time to ensure physical distancing</li> <li>- If for whatever reason Physical distancing is not possible, the team members involved are to wear masks</li> </ul>  |
| <p>Ensuring the safety of our Guests/Customers</p> | <ul style="list-style-type: none"> <li>- Physical Distancing Stickers on the floor, both indoors and outdoors</li> <li>- Limiting of the number of guests in the building at a time, to ensure enough room for physical distancing. The number of guests allowed varies by the size of location</li> <li>- Decals on the floor in front of the til areas to mark the line to which guests are to stand behind, physical barriers can be added as well (such as, cases of beer or ropes), any physical barriers must be cleanable or a sheet of plastic must be put over the barrier that can be cleaned</li> <li>- Plexiglass “cough shields” have been installed at each til to enhance the efforts of physical distancing at the til</li> <li>- Encourage delivery options such as Skip the dishes and Uber Eats, to allow guests to remain at home</li> <li>- Hourly cleaning schedules for sanitation of all high-touch locations</li> <li>- Overnight usage of Sanitation Foggers, Minimum usage of every 3 days to sanitize difficult and low contact surfaces</li> </ul> |

## 4 COMMUNICATION AND RECOGNIZING AREAS OF RISK

We believe in open communication with our locations and our priority is the safety of our staff and guests. It is important that both our staff and guests feel comfortable in our locations knowing that all possible steps are being taken and managed to ensure their safety.

We have weekly scheduled communication calls with the location managers, as well as bi-weekly scheduled group calls to share best practices and concerns within the group. We are also committed to regular store visits to ensure all steps are being taken to ensure safety and to listen to the needs and challenges faced by our team members.