



## CAVAS “*Latin Food con Elegancia*” – COVID 19 Preparedness Plan

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### **I - General Information**

Cavas is committed to providing a safe and healthy workplace for all of our workers, clients and vendors. To ensure that we have a safe and healthy workplace, Cavas has developed this COVID-19 Safety Plan in response to the COVID-19 pandemic. All employees are responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplace and community. The health and safety of our community is first and foremost in our minds.

#### ***OUR VALUES:***

- *Good ingredients*
- *Excellence in hospitality services*
- *Fair price*
- *Unique experience*

#### ***WE CARE FOR:***

- *Our staff*
- *Our guests*
- *Our partners*
- *Our community*

In light of the best path forward with the ever-evolving knowledge that we have of COVID19, Cavas has implemented this plan in accordance to the ***CDC and Health Agencies*** mandates.



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### **II - What is COVID 19?**

COVID-19 is a new strain of coronavirus that has not been previously identified in humans. The COVID-19 is the cause of an outbreak of respiratory illness first detected in Wuhan, Hubei province, China.

Since December 2019, cases have been identified in a growing number of countries. The District’s [surveillance data can be found here](#).

Coronaviruses are a large family of viruses that are known to cause illness ranging from the common cold to more severe diseases such as Severe Acute Respiratory syndrome (SARS) and Middle East Respiratory Syndrome (MERS).

### **COVID 19 Symptoms**

Symptoms may appear 2-14 days after exposure and they are:

***\*Cough, \*Fever, \*Headache, \*New loss of taste or smell, \*Repeated shaking with chills, \*Sore throat, \*Shortness of breath, \*Muscle pain***

### **How to Protect Yourself from COVID-19**

To help prevent the spread of germs, you should:

- Multiple times a day, wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing, or sneezing.
- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Clean and disinfect frequently touched objects and surfaces.
- Use an alcohol-based hand sanitizer with at least 60% alcohol if you have symptoms of acute respiratory illness.
- Stay home from work or school until you are free of fever, signs of a fever, and any other symptoms for at least 24 hours and without the use of fever-reducing or other symptom-altering medications.
- Seek medical attention if you have reason to believe you have been exposed to coronavirus or influenza. Call your healthcare provider before visiting a healthcare facility.



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We ALL play an important role in stopping the spread of germs. [View resources to share with your family, friends and within your community.](#)

### **Higher Risk Populations**

Some people are at higher risk of getting very sick from COVID-19, including older adults and people who have serious chronic medical conditions. If you are in this higher-risk population, the CDC recommends that you:

- [Stock up on supplies](#)
- During a COVID-19 outbreak in your community, [stay home as much as possible](#) to further reduce your risk of being exposed
- [Take everyday precautions](#) to keep space between yourself and others
- When you go out in public, keep away from others who are sick, limit close contact and wash your hands often
- [Avoid crowds as much as possible](#)
- [Avoid cruise travel](#) and non-essential air travel

Learn more at: <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>

### **Have a Plan**

The Centers for Disease Control and Prevention (CDC) has information on how to prepare your home and family for COVID-19. Recommendations include:

- Clean and disinfect high-touch surfaces daily in household common areas (e.g. tables, hard-backed chairs, doorknobs, light switches, remotes, handles, desks, toilets, sinks)
- Have supplies on hand
  - Contact your healthcare provider to ask about obtaining extra necessary medications to have on hand in case there is an outbreak of COVID-19 in your community and you need to stay home for a prolonged period of time
  - If you cannot get extra medications, consider using mail-order for medications
  - Be sure you have over-the-counter medicines and medical supplies (tissues, etc.) to treat fever and other symptoms. Most people will be able to recover from COVID-19 at home



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- Have enough household items and groceries on hand so that you will be prepared to stay at home for a period of time
- If possible, choose a room in your house that can be used to separate sick household members from others. [If someone in the household is sick](#), separate them into the prepared room
- [If caring for a household member, follow recommended precautions and monitor your own health](#)

If you are the **family member or caregiver of someone at higher risk**, you should:

- Know what medications your loved one is taking and see if you can help them have extra on hand
- Monitor food and other medical supplies (oxygen, incontinence, dialysis, wound care) needed and create a back-up plan
- Stock up on non-perishable food items to have on hand in your home to minimize trips to stores

### **CDC Recommendations**

Everyone can do their part to help to respond to this emerging public health threat:

- It’s currently flu and respiratory disease season and CDC recommends getting a flu vaccine, taking everyday preventive actions to help stop the spread of germs, and taking flu antivirals if prescribed.

If you are a close contact of someone with COVID-19 and develop symptoms of COVID-19, call your healthcare provider and tell them about your symptoms and your exposure.

If you are a resident in a community where person-to-person spread of COVID-19 has been detected and you develop COVID-19 symptoms, call your healthcare provider and tell them about your symptoms.

For people who are ill with COVID-19, but are not sick enough to be hospitalized, please follow CDC guidance on how to reduce the risk of spreading your illness to others. People who are mildly ill with COVID-19 are able to isolate at home during their illness.

If you have been in China or another affected area or have been exposed to someone sick with COVID-19 in the last 14 days, you will face some limitations on your movement and activity for up to 14 days. Please follow instructions during this time.



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Your cooperation is integral to the ongoing public health response to try to slow spread of this virus.

### **III – The Impact of COVID**

The impact of COVID 19 in the world society has devastated effects. From the loss of precious lives to the collapses in micro and macro economies.

The Hospitality / Restaurant Business is not immune to it; the effects of the restrictions, extra precautions, uncertainty and lack of compliance has transformed the industry from a hospitality – fun – enjoyable experience to a huge impacting, and not yet predictable, on revenue, workforce and supply chains. The cash flow for working capital has demised considerably to accommodate less demand, overall prices for goods and services has increased at 30%, and the expectations for a hospitable in doors food service approaching winter is clearly very troublesome.

With all been said, Cavas has a terrific clientele, an amazing staff and proven expertise to overcome difficulties. We are enormously appreciative to our clientele’s support, and we want to reassure that we are here to stay and provide always the experience and dedication on food services that our community became accustomed to. Good, nourishing, well-made food and drinks is still what we do best.

Patio and curb side pickup are here to stay for the long run. Thank you for the patronage! We ONLY can do this TOGETHER!

Chef Ana, Chef Olme and the staff of CAVAS

### **IV - Workplace policies and practices to protect employee health**

#### Policies:

Workers are provided with information on employer or government-sponsored leave benefits that the employee may be entitled to receive, which would make it financially easier to stay at home, including employee’s sick leave rights under the Families First Coronavirus Response Act.

(<https://www.dol.gov/agencies/whd/pandemic/ffcra-employer-paid-leave>)

Workers are instructed not to come to work if feeling sick, have been around another person with COVID-19 or have traveled to places considered COVID hot spots.

Workers are asked to quarantine for 14 days if they have traveled out of state.

#### In Site Protocols:



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To minimize potential cross-contamination by items brought into the business, all employee’s personal items are stored separately and taken home after each shift. Unnecessary personal items should not be brought into the building, and when possible, personal items should be stored outside of the business (e.g. in the employees vehicle).

Employees are required to review and sign the COVID-19 Health Policy. Copies of the policy are available upon request.

At the start of each shift, all employees undergo a health screening. Any employees with a temperature greater than 100.4F are directed to go home. Employees also answer a health assessment regarding any signs or symptoms of COVID-19 infection.

- Cough
- Shortness of breath
- Fever
- Sore throat
- Loss of taste or smell
- Fatigue
- Body aches
- Headache
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Any employee not feeling well is directed to go home.

Employees with symptoms are requested to stay at home for 14 days. After the quarantine period, employees must provide evidence of two non-positive tests for COVID-19 in order to return to work.

All quarantined employees are to be tested for COVID-19 in order to determine whether there have been additional workplace exposures (within 6 feet apart for 15 or more minutes), which may require additional COVID-19 control measures.

All employees must wear a mask during their shift. If an employee does not have a face mask, a clean face covering is provided at no cost to the employee.

Employees are directed to ensure hand hygiene practices are adhered to.



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- Employees **MUST** wash hands immediately after entering the business.
- Hands should be washed every 30 minutes.
- Hand sanitizer is available throughout the business when hand washing is not an option.
- Disposable gloves should be worn throughout the day and be changed often. Hands **MUST** be washed before putting on disposable gloves.

Breaks are staggered to ensure six feet of distance between employees is maintained in any area where breaks are taken. Employees are prohibited from eating or drinking anywhere inside the business other than designated break areas. Breaks are always in compliance with wage and hour regulations.

Employees that handle trash bags or items used by customers must use disposable gloves and an apron. Gloves and aprons are provided, and employees are responsible for changing them frequently.

Dishwasher personnel are provided with equipment to protect their eyes, nose and mouth from contamination due to splash using a combination of face coverings, protective glasses, and/or face shields. Dishwashers are provided aprons and are responsible for changing them frequently. Aprons are laundered after each use. Reusable protective equipment such as face shields and glasses are to be properly disinfected between uses.

### **V - Measures to ensure physical distancing**

If possible, an employee will be assigned to monitor that physical distancing procedures are adhered to.

Vendors and delivery personnel are provided instructions pertaining to physical distancing and the use of face coverings when around others, and when entering the premises to deliver goods.

Social distancing applies to all interactions between customers, delivery drivers and employees. Interactions between persons are limited to a maximum of five minutes per occurrence when possible.



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Measures to ensure physical distancing are adhered to where customers or employees are in a queue or line. This includes restrooms, bars, host stands, pick up, waiting areas, and any other areas where customers congregate.

- Tape or other markings are placed at 6-foot intervals in any area where members of the public form a line or stand.

Adequate distancing and/or physical distancing between tables is ensured to minimize contact between customers at different tables.

- Six feet physical distancing requirement between groups of customers

- Marketing material provided by the WEDC (“We are all in”) are posted throughout the business to educate and alert patrons / staff / vendors.

- The bar area serves food and is open to customers to serve food and alcohol adhering to the 6 feet physical distancing requirements, including maintaining six feet of distance from employee work or food or drink preparation areas.

- The business has discontinued seating of customers in areas where customers cannot maintain six feet of distance from employee work or food or drink preparation.

The number of guests at a single table is limited to 4. People in the same party seated at the same table do not need to be six feet apart. An exception can be made if a larger group resides at the same household.

To limit contact between wait staff and customers where maintaining physical distance of six feet is difficult, physical barriers will be installed.

Physical distancing protocols are to be used in any office areas, kitchens, or other high density high-traffic employee areas. Incidental contact is to be expected, however, the goal is to limit this contact to less than 15 minutes, and the employees must always wear their face coverings. Front and back of house floors are marked to reinforce physical distancing requirements. Employees are to stay in their assigned work areas and not to congregate unless necessary.

Customers arriving at the site with children must ensure that their children stay next to the parent, avoid touching any other person or any item that does not belong to them, and are wearing face coverings





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if age permits.

### **VI - Sanitation**

EPA-registered disinfectants that are effective against Coronavirus are prepared and used in accordance with their label instructions.

Because of its short 2 minute disinfectant contact time, EPA approved Ecolab Peroxide Multi-Surface Cleaner and Disinfectant, EPA Registration Number 1677-238 is used for high-contact surfaces and shared equipment.

Where longer disinfectant contact time is allowed, EPA approved Clorox Bleach, EPA Registration Number 5813-1 can be used.

An employee is designated to oversee and enforce additional sanitization and disinfection procedures.

A cleaning and disinfection plan for high-touch surfaces and access areas has been developed.

- Common areas are disinfected after areas are used or touched, constantly, on and in between minutes of usage during business hours.
- Frequently touched objects are disinfected on an hourly basis during business hours, and after each use.

The workplace is thoroughly cleaned and sanitized/disinfected nightly, using products approved for use against COVID-19. A log is kept to monitor completion whenever possible.

Reusable items are sanitized after each use.

Audio headsets and other equipment are not permitted to be shared between employees. Employees are asked to consult equipment manufacturers to determine appropriate disinfection steps and to do it at the premises.

Restrooms are checked regularly and cleaned and disinfected on an hourly basis using approved EPA disinfectants.



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Hand sanitizers are available at the main dining area, at the bar area, at the cashier and at the bathrooms for guests / staff to use. Trash cans are available to the public at the entrance of the facility, main dining area and at the bathroom.

### **VII -Measures to ensure infection control**

In the event that two or more known cases of COVID-19 occur within the workplace within a span of 14 days, the outbreak will be reported to the City of Milwaukee Health Department at 414-286-3674.

Our establishment is responsible for ensuring customers wear face coverings with the exception of while eating or drinking in accordance with the City of Milwaukee’s guidance on mask policy. This applies to all adults and to children over the age of 3. Exemptions are only made for medical conditions or religious reasons. Cavas reserves the right not to serve persons who do not follow these guidelines.

### **VIII - Customer Service/Dining Areas**

We are prioritizing outdoor seating and curbside pickup, as allowed by local zoning and planning codes.

Our establishment has eliminated the use of shared objects (such as salt and pepper shakers and other condiments). Menus offered to guests / patrons are disposable – (a trash can is placed at the main dining area where used menus can be disposed of). Alternatives such as stationary menu boards, electronic menus, or mobile device menus are also in place.

Customer seating areas are cleaned and sanitized after each use. Seating, tables and other items on the table are single use or cleaned/sanitized between customers. Table tops are sanitized between each use and, when used. Our establishment does not use tablecloths.

No flatware, glassware, dishware, menus, condiments or any other tabletop item will be present on tables prior to the seating of customers. All such items are fully sanitized between seat changes and stored in a location that prohibits potential contamination when not in use.



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Takeout containers are filled by customers and available only upon request.

Our establishment does not offer any self-service machines or buffet areas.

Pitchers, carafes, decanters and bottles are not to be shared between tables or patrons. Clean glassware is provided for all refills.

To prevent multiple employees handling uncovered silverware prior to customer use, a designated employee is assigned the task of wrapping silverware prior to providing it to the customer. The employee is required to wear a mask (at ALL TIMES) and gloves while wrapping silverware.

### **IX - Food Safety Considerations**

All food safety practices outlined in the Wisconsin Food Code are followed and maintained at all times.

### **X - Facility Considerations**

Technology solutions where possible have been implemented to reduce person-to-person interaction; mobile / online and by phone ordering. We encourage guests to make reservations prior to arriving for seating and for pick up. Contactless payment options via phone / prior payments are encouraged. Cashless transactions are encouraged. Customers are required to swipe their own credit/debit cards, and card readers are fully sanitized between each use. We also provide patrons the Clover Flex device (portable credit card reader) for non-contact credit card payments.

Spaces such as dining rooms, host stands, and kitchens have been equipped with proper sanitation products, including hand sanitizer and sanitizing wipes for all employees directly assisting customers.

- Sanitary facilities are operational and stocked at all times, with additional soap, towels, and hand sanitizer upon request.

- Touchless dispensers for hand sanitizer, soap, paper towel and trash dispenser have been installed.



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Drop-off locations are designated to receive deliveries away from high traffic areas. Person-to-person contact for delivery of goods has been eliminated wherever possible.

### **XI - Measures That Communicate To The Public**

Several signs are posted at the entrance notifying customers that hand sanitizer is freely available, that customers are expected to wear a face covering when not eating or drinking, and that patrons / staff and vendors are asked to maintain 6 feet apart. Signs are also installed to ask guests to stay at home if they feel sick, if they are ill, or have symptoms consistent with COVID-19.

Signage is posted at the entrance that reminds the public to maintain physical distancing of six feet, wash hands or use hand sanitizer upon entry, and to stay home if they are ill or have symptoms consistent with COVID-19.

Signage is posted that discourages diners from socializing after the meal during the pandemic.

Online outlets of the establishment (website, social media, etc.) have been updated to provide clear information about facility hours, required use of face coverings, policies in regard to preordering, reservations, prepayment, and curbside pickup.

A copy of Cavas COVID-19 Safety Plan is available upon request.

### **XII – Final Thoughts**

Cavas was created to provide the community with an extraordinary dining experience. The love for hospitality service is in our DNA, proven by the reviews and testimonials of our patrons in all social media outlets. Our drive is to serve the best quality of goods with the best service possible. The sense of community and the importance of confluence of guests, friends, visitors, to our corner is what gets us out of bed every day. We love to serve and we love to see happy satisfied faces. The safety of our patron’s is our PRIORITY. We are all in this TOGETHER, hopefully with love, patience and understanding.