

Keck's Food Service
Covid-19 Customer Communication – 007
Update: PA Yellow to Green Designation and Guidance Regarding Reopening

From: Brian Keck

Sent: Monday, May 25, 2020 12:56 AM

Subject: Keck's Food Service - Customer Communication - 007 - Update: PA Yellow to Green Designation and Guidance Regarding Reopening:

KFS Customer Communication – 007 – Update: PA Yellow to Green Designation and Guidance Regarding Reopening:

Dear Customer

Friday afternoon at 4:00 PA Governor Wolf held a news conference where he outlined various reopening updates including the reopening designation of Green for 17 Pennsylvania Counties, effective 12:01 a.m., 05/29/20. This is truly a positive development for the 17 counties that obtained the green designation and we believe many of the additional counties that have been in yellow for 14+ days will likely transition to green over the next 1 to 2 weeks.

Below are a few key points from the news conference on Friday the 22nd and we've also provided various links and reference information to help ensure you're cognizant of the reopening guidelines for [in-restaurant and outdoor dining to resume 05/29/20](#).

Gov. Wolf Adds Eight Counties to Yellow and 17 to Green on May 29, Remainder to Yellow on June 5

May 22, 2020

Furthering his plan for reopening Pennsylvania, Governor Tom Wolf today announced eight additional counties will move to yellow and 17 to green, effective at 12:01 a.m., May 29. All remaining counties in red are expected to move to yellow by June 5 at 12:01 a.m.

The counties moving to yellow on May 29 include Dauphin, Franklin, Huntingdon, Lebanon, Luzerne, Monroe, Pike, and Schuylkill.

The 17 counties moving to green, also on May 29, include Bradford, Cameron, Clarion, Clearfield, Crawford, Elk, Forest, Jefferson, Lawrence, McKean, Montour, Potter, Snyder, Sullivan, Tioga, Venango and Warren.

Green Metrics

Counties that have been in the yellow phase for the requisite 14 days have been closely monitored for the risk associated with transitioning to the green phase.

In the green phase, we will continue to take precautions, including reducing building capacity, encouraging teleworking, limiting visitation in certain high-risk environments, and preventing large entertainment gatherings.

The guidelines for moving to green are available [here](#), and include specifics for employers, large events, and social gatherings.

Green Phase

Work & Congregate Setting Restrictions

- Continued Telework Strongly Encouraged
- Businesses with In-Person Operations Must Follow Updated Business and Building Safety Requirements
- All Businesses Operating at 50% Occupancy in the Yellow Phase May Increase to 75% Occupancy
- Child Care May Open Complying with Guidance
- Congregate Care Restrictions in Place
- Prison and Hospital Restrictions Determined by Individual Facilities
- Schools Subject to CDC and Commonwealth Guidance

Social Restrictions

- Large Recreational Gatherings Remain Restricted
- Restaurants and Bars Open at 50% Occupancy
- Personal Care Services (including hair salons and barbershops) Open at 50% Occupancy and by Appointment Only
- Indoor Recreation, Health and Wellness Facilities, and Personal Care Services (such as gyms and spas) Open at 50% Occupancy with Appointments Strongly Encouraged
- All Entertainment (such as casinos, theaters, and shopping malls) Open at 50% Occupancy
- Construction Activity May Return to Full Capacity with Continued Implementation of Protocols
- All businesses must follow CDC and DOH guidance for social distancing and cleaning
- Monitor public health indicators, adjust orders and restrictions as necessary

Links to access Pennsylvania and CDC Guidance:

- **Pa Process to Reopen Guidance** - <https://www.governor.pa.gov/process-to-reopen-pennsylvania/>
- **PA Guidance for businesses** – <https://www.governor.pa.gov/wp-content/uploads/2020/05/20200504-COVID-19-Business-Guidance.pdf>
This guidance re-emphasizes and builds on existing orders previously issued to protect employees and customers, specifically the building safety and workers' safety orders. The guidance formalizes and builds on CDC recommendations and other best practices in states across the country.
- **PA – When Counties are designated in the Green Phase**, in addition to the restrictions outlined above, all businesses (including those restricted or prohibited in the Yellow Phase) are authorized to conduct in-person operations as long as the businesses follow CDC and Department of Health guidelines and other orders or guidance that may be required at that time.
- **PA - Communicating COVID-19 Safety Procedures to Employees and Customers**
Businesses are required to make employees and customers aware of the [guidance provided by the commonwealth](#) to keep people at their establishment safe. Similar to Workers' Compensation or OSHA regulations, the commonwealth will require commonwealth-created "COVID-19 Safety Procedures for Businesses" flyer to be clearly displayed at workplaces, along with publicly posted acknowledgement by the employer that the guidance is being followed. (Attached)
 - a. Businesses conducting in-person operations or serving the public are required to make employees and customers aware of the guidance provided by the Commonwealth to keep people at their establishment

safe. In addition, businesses are required to publicly acknowledge their responsibility to conduct their operations to ensure the health.

- b. Businesses must print, sign, and post the “COVID-19 Safety Procedures for Businesses” flyer on their premises. The flyer is located on the Resources for COVID-19 webpage. Businesses must post the signed flyer in employee common space and, if the business serves the public, the business must also post the flyer near the business’s public entrance(s) in prominent location(s).
 - c. **NOTE:** The Commonwealth’s Resources for COVID-19 webpage offers two versions of the flyer. One is a document that can be printed on ONE 8.5x14-inch (attached) or alternatively it can be printed on Two 8.5x11 – inch (attached) letter pieces of paper.
 - d. Additionally, Spanish translations are also available (both a 8.5x11-inch version and a 8.5x14-inch version) on the Resources for COVID-19 webpage. The business can choose which version to use and post at its location(s). The business does not have to use both versions.
- **PA - There is also a requirement to name a “Pandemic Safety Officer”** The flyer must be signed by the business’s corporate officer, site manager, site foreperson, or equivalent. The flyer also contains a space for the business to indicate the employee who is the “Pandemic Safety Officer,” or the person in charge of the COVID-19 safety procedures for the business (specific workplace). The signed acknowledgement and Pandemic Safety Officer Designation should not be returned to the Commonwealth – it must be simply posted and available if requested by local law enforcement.
 - **CDC –Guidance for resuming operations –**
 - a. **Restaurants and bars -** <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/business-employers/bars-restaurants.html>
 - b. **Cleaning and disinfecting -** [Cleaning and disinfecting guidance](#)
 - c. **Restaurants & Bars -** [Best Practices from FDA](#) external icon
 - d. [“Reopening Guidance for Cleaning and Disinfecting”](#), that includes information on evaluating your place of business, develop a plan, cleaning, and disinfecting. This document also provides links to numerous resources for a variety of settings including: business and community locations, healthcare settings, homes, transportation, restaurants and bars.
 - **Additional Interim Reduced Occupancy Considerations:**
 - a. **Friday and Saturday – Reservations recommended however not required:** by encouraging reservations for peak periods you help avert customer congestion.
 - b. **Reservation Continued:** If the requested reservation time is already booked up due to occupancy restrictions, you have the opportunity to suggest alternative open reservation times or take out.

- c. **Social Distance Guidance:** To the extent practical maximize your available seating distribution to provide the target Social Distance 6' between parties.
- d. **Social Distance Guidance:** Noting the Occupancy level is initially set at 50%, using the full facility, all rooms and potential seating areas will help maximize your seating capacity while also providing enhanced Social Distance.
- e. **Table Size, Location and Creativity will help aid with seating flexibility:**
- f. **Outside Dining Option:** outside dining may represent an option to expand your overall capacity and help reduce the impact of the 50% occupancy restriction.
- g. **Outside Dining Liquor:** Noting PA liquor licenses have a delineated service area for each establishment, if your alcohol service area is limited to inside the establishment, outside dining would need to be without alcohol. (This should be communicated as not all patrons are interested in alcoholic beverages)
- h. **Customer Acknowledgment of Seating Acceptability:** when your host or hostess seats your patron/s, it's important that they ask is this table OK. (It's important that your team receives an affirmative response from the patron, if the patron isn't sure, make all reasonable efforts to identify a table that's more acceptable).
- i. **Customer Acknowledgement (not comfortable):** If after further review the Patron isn't comfortable, let them know you respectfully understand and could you encourage them to rebook for a slower day of the week in which you'd be able to provide enhanced social distancing. (Potentially provide them some small incentive for when they return – dessert, etc.)
- j. **XYZ Establishment - Social Distance Plan (Post):** “Please notify our Host, Hostess or Management if you're uncomfortable with your table or seating location. To the extent practicable we'll do our best to accommodate your request”

Please note we cannot guarantee the accuracy of these documents however they're from reputable sources.

Keck's Food Service will continue to monitor Covid-19 developments closely and will work diligently to support your business thru this difficult time. We value your business and will plan to provide additional updates and KFS information for your review and reference. If you have any questions please feel free to contact your sales or customer service representative.

Regards

BHK

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Attachments:

[000 - disinfecting-building-facility-H](#)

[000 - Kecks Face Mask Flyer](#)

[COVID-19-Reopening-Businesses-Flyer-8-5x11-1](#)

[COVID-19-Reopening-Businesses-Flyer-8-5x14-1](#)

[Essential-Critical-Workers_Dos-and-Donts](#)