



Phase 2 Reopening Guide for Breweries

In this Guide:

Official Requirements for Phase 2 Restaurant/Tavern Reopenings

FAQ Regarding Phase 2 Taproom Operations

Phase 2 Written Procedures Checklist Template

Employee Health Screening Checklist

#WABeerPledge

#WABeerPledge Signage

#WABeerPledge Customer Safety Signage

Voluntary Daily Log Template



Phase 2 Restaurant/Tavern Reopening COVID-19 Requirements

Phase 2: The restaurant/tavern must adopt a written procedure for dine-in service that is at least as strict as the Phase 2 procedure below and complies with all safety and health requirements.

Procedure for dine-in service:

Restaurant/tavern must ensure strict adherence to all measures established by the Governor's guidance, the Department of Labor & Industries (L&I) [Coronavirus \(COVID-19\) Prevention: General Requirements and Prevention Ideas for Workplaces](#), and the [Washington State Department of Health Workplace and Employer Resources & Recommendations](#) (DOH).

All businesses are strongly encouraged to require their customers to use cloth face coverings when interacting with their staff.

1. Hand sanitizer should be available at entry for all staff and patrons (assuming supply availability).
2. No bar seating is permitted during Phase 2. If an establishment has bar seating it must be closed off to prohibit use.
3. If the establishment does not offer table service, they must have protocols in place to ensure adequate social distancing at food and drink pick-up stations, and seating within their dining area.
4. All parties and tables must be 5 guests or less.
5. Guest occupancy must be 50% of maximum building occupancy or lower as determined by the fire code. Outdoor seating is permitted but must also be at 50% capacity. Outdoor seating does not count toward the building occupancy limit. Outdoor seating must follow all other requirements in this document.
6. Tables must be placed far enough apart when measured from occupied chair to occupied chair, to ensure dine-in guests seated at a table are a minimum of 6 feet away



from guests at adjacent table, or there must be a physical barrier or wall separating booths or tables.

7. It is strongly suggested customers wear a cloth face covering anytime they are not seated at the table (while being seated or leaving, or while going to the restroom).
8. Buffets and salad bars are not permitted at this time but may be addressed through subsequent interpretive guidance.
9. If the establishment offers table service, create a daily log of all customers and maintain that daily log for 30 days, including telephone/email contact information, and time in. This will facilitate any contact tracing that might need to occur. ****Now voluntary - see FAQ****
10. Single use menus are required for in-person dining.
11. Any condiments typically left on the table (ketchup, soy sauce, etc.) must be single-use or sanitized after each use.
12. Restaurants must have implemented a plan to ensure proper physical distancing in lobby/waiting areas/payment counters.
13. Minimize the number of staff serving any given table. It is strongly recommended that one staff person take a table's order, bring all of their beverages/food/utensils, take their payment, etc.

Employee Safety and Health

The restaurant/tavern operating during Phase 2 has a general obligation to keep a safe and healthy facility in accordance with state and federal law, and comply with the following COVID-19 worksite-specific safety practices, as outlined in Governor Jay Inslee's "Stay Home, Stay Healthy" Proclamation 20-25, and in accordance with the Washington State Department of Labor & Industries [General Requirements and Prevention Ideas for Workplaces](#) and the Washington State Department of Health Workplace and Employer Resources & Recommendations at <https://www.doh.wa.gov/Coronavirus/workplace>.

All businesses are required to post signage at the entrance to their business to strongly encourage their customers to use cloth face coverings when inside the business.



Employers must specifically ensure operations follow the main L&I COVID-19 requirements to protect workers, including:

- Educate workers in the language they understand best about coronavirus and how to prevent transmission and the employer's COVID-19 policies.
- Maintain minimum six-foot separation between all employees (and customers) in all interactions at all times. When strict physical distancing is not feasible for a specific task, other prevention measures are required, such as use of barriers, minimize staff or customers in narrow or enclosed areas, stagger breaks, and work shift starts.
- Provide personal protective equipment (PPE) such as gloves, goggles, face shields and face masks as appropriate or required to employees for the activity being performed. **Cloth facial coverings must be worn by every employee not working alone on the jobsite unless their exposure dictates a higher level of protection under Department of Labor & Industries safety and health rules and guidance.** Refer to [Coronavirus Facial Covering and Mask Requirements](#) for additional details. A cloth facial covering is described in the Department of Health guidance, <https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>.
- Ensure frequent and adequate hand washing with adequate maintenance of supplies. Use disposable gloves where safe and applicable to prevent transmission on tools or other items that are shared.
- Establish a housekeeping schedule that includes frequent cleaning and sanitizing with a particular emphasis on commonly touched surfaces.
- Screen employees for signs/symptoms of COVID-19 at start of shift. Make sure sick employees stay home or immediately go home if they feel or appear sick. Cordon off any areas where an employee with probable or confirmed COVID-19 illness worked, touched surfaces, etc. until the area and equipment is cleaned and sanitized. Follow the [cleaning guidelines set by the CDC](#) to deep clean and sanitize.

A site-specific COVID-19 Supervisor shall be designated by the employer at each job site to monitor the health of employees and enforce the COVID-19 job site safety plan.

A worker may refuse to perform unsafe work, including hazards created by COVID-19. And, it is unlawful for their employer to take adverse action against a worker who has



engaged in safety-protected activities under the law if their work refusal meets certain requirements.

Employees who choose to remove themselves from a worksite because they do not believe it is safe to work due to the risk of COVID-19 exposure may have access to certain leave or unemployment benefits. Employers must provide high-risk individuals covered by Proclamation 20-46 with their choice of access to available employer-granted accrued leave or unemployment benefits if an alternative work arrangement is not feasible. Other employees may have access to expanded family and medical leave included in the Families First Coronavirus Response Act, access to use unemployment benefits, or access to other paid time off depending on the circumstances. Additional information is available at <https://www.lni.wa.gov/agency/outreach/paid-sick-leave-and-coronavirus-covid-19-common-questions>.

No restaurant may operate until they can meet and maintain all the requirements in this document, including providing materials, schedules and equipment required to comply. No reopening inspections are required prior to a restaurant reopening provided they meet and maintain all requirements in this document. All issues regarding worker safety and health are subject to enforcement action under L&I's Division of Occupational Safety and Health (DOSH).

- Employers can request COVID-19 [prevention advice and help](#) from L&I's Division of Occupational Safety and Health (DOSH).
- Employee Workplace safety and health complaints may be submitted to the L&I DOSH Safety Call Center: (1-800-423-7233) or via e-mail to adag235@lni.wa.gov.
- General questions about how to comply with agreement practices can be submitted to the state's Business Response Center at <https://app.smartsheet.com/b/form/2562f1caf5814c46a6bf163762263aa5>.
- All other violations related to Proclamation 20-25 can be submitted at <https://bit.ly/covidcompliance>.



FAQ Regarding Taproom Operations

Q: How do I know if my brewery qualifies as a restaurant or tavern for purposes of Phase 2 reopenings?

A: All breweries, regardless of license type, can open in Phase 2, so long as you are in compliance with established statewide and local requirements.

Q: I have a written plan and I am in compliance with Phase 2 requirements. Do I need an inspection before I can open?

A: No. Any brewery meeting the requirements for Phase 2 restaurant/tavern openings may open once your state or county enters into Phase 2.

Q: What do I need to do to close my bar?

A: Remove all barstools from the bar. If your barstools are bolted in, tape off seats and/or tape signage to the seats so that it is clear there is no seating available at the bar. Place signage on the bar top and around bar area indicating that there is no sitting, standing, or waiting at the bar.

Q: My taproom is very small and without bar seating we are very limited on space. What are my options?

A: All bar seating is off-limits for Phase 2. However, you can use the area in front of the bar by placing tables 6 feet from the back of the bar (where you bartenders work) and complying with social distancing requirements for that seating. Think of outdoor areas where you might expand capacity for seating and begin to work with your LCB licensing agent to get approval to extend outdoor on-premise service.

Q: Do I have to provide table service, or can customers order at the bar and bring beers back to tables?

A: You do not have to offer table service, but you must have protocols in place to ensure proper social distancing at order counters. Clearly identify where customers are to place orders by hanging large signs at ordering points. Provide clear markers, either using signage or brightly colored tape, and mark 6 feet increments in areas where your lines will form. Limit ordering points at the counter by keeping at least 6 feet of space between lines (if you have more than



one line). Consider installing plexiglass at the counter as a barrier between your employees and customers.

Q: How do I count to 5 when counting the number of people in one party? What if it is a bigger party than 5, but they are part of the same family? Do they all need to be part of the same family or “quarantine circle” to be seated together?

A: Parties can be no larger than 5. Parties larger than five, including those that are all part of the same family, should be broken up into groups and seated at different tables. Parties do not need to be from the same family or “quarantine circle” to be seated together, so long as the party is no larger than 5.

Q: How do I calculate 50% guest occupancy? How does it work in outdoor areas?

A: Take your max occupancy for your business according to the fire code and divide it in half to get the number of guests allowed to “dine in” at the brewery. For outdoor areas with an established occupancy number, do the same. For large, open outdoor spaces with no fire code capacity given, establish occupancy by ensuring required 6-foot social distancing between all parties. Remember- all seating must conform with the 6-foot rule. Depending on your space, your max guest capacity number might be higher than what you are able to accommodate with the required spacing of parties.

Q: Is there a general occupancy cap at 50 people?

A: No, occupancy is not capped at 50. Your total guest occupancy for dine in is 50% of your total max occupancy, as determined by the fire code.

Q: How do I comply with the 6-foot distancing rule for tables if I have booths or large communal tables? What’s the best way to ensure 6-foot distancing between seated guests?

A: Take tape or other signage and block off 6-foot chunks between parties at large tables. Close every other booth or install barriers between booths. Create a temporary floor plan and familiarize staff with table placement. Store unused tables and chairs to create more space for customers to maintain social distance. Use signage, as appropriate, to mark areas off limits to customers and discourage congregating in open areas.



Q: When should customers be wearing masks?

A: It is strongly encouraged that customers wear masks anytime they are not seated at their table. Place signage at the entrance to your brewery and throughout your taproom encouraging the use of face masks while not seated at a table. Consider having cloth masks on hand to accommodate customers who did not bring their own mask.

Q: How do I comply with the daily log requirement?

A: Customers are not required to provide their contact info as a condition of service in Phase 2. However, you are obligated to keep a daily customer log on-site, so that any customers who would like to volunteer their contact info for the purpose of contract tracing can do so.

Q: How do I ensure, as required, that waiting areas and other high traffic areas meet social distancing requirements?

A: Use the same techniques you are implementing at the ordering counter: use tape on the floor to show what 6 feet looks like and use signage to outline expectations for guests. Consider only allowing a certain number of people in waiting area at once and form lines outside, with 6-foot apart markers on the ground. Train your staff on your traffic control plan and how they will communicate that plan to customers, in the event of crowding.

Q: Are my employees required to wear masks?

A: Yes, all employees not working alone at a jobsite are required to wear cloth facial coverings.



Phase 2 Written Procedures Checklist Template

Breweries are required to adopt a written procedure for Phase 2 on-premise service that is at least as strict as the Phase 2 requirements issued by the Governor.

The following document can serve as a template for your brewery's reopening Phase 2 written procedures. The checklist includes the basic requirements of Phase 2 and can supplement your brewery's own COVID-19 operating policies and procedures.

This document is intended to be a guide. We strongly encourage you to develop additional COVID-19 policies and procedures to meet the individual needs of your business and employees.



Written Procedure Checklist for Phase 2 Dine-In Service Breweries

GENERAL REQUIREMENTS

- Have read and am adhering to WA State Department of L&I Coronavirus (COVID-19) Prevention: General Requirements & Prevention.
- Have read and am adhering to WA State Department of Health Workplace and Employer Resources & Recommendations.

PROCEDURES FOR ON-PREMISE SERVICE

- Signage posted at entrance and throughout the premise encouraging customers to wear masks while not seated at tables.
- Hand sanitizer available at entry for patrons and employees.
- Seating has been removed from bar.
- Food and drink ordering and pick-up stations are clearly identified, and protocols are in place to ensure social distancing between patrons in those areas.
- All tables are limited to parties of 5 or less.
- Indoor guest occupancy will not exceed (50% of the max occupancy, established by fire code).
Outdoor guest occupancy will not exceed (50% of the max occupancy, established by fire code).
- All tables have been placed 6-feet apart from occupied chair to occupied chair OR a barrier has been installed between tables.
- A daily visitor log is available on-site for patrons to voluntarily provide their contact info for the purposes of contact tracing. Logs will be destroyed after 30 days and patron info will not be used for any other purpose than contact tracing.
- Only single use menus will be provided.
- All condiments have been removed from tables and single use condiments will be made available for patrons upon request OR all condiments left on tables will be sanitized between uses.
- Waiting areas, payment counters and other high traffic areas have signage and/or physical distance markings to ensure proper social distancing.
- Employees have been instructed to limit the amount of contact with any given party and, when possible, assign one server per party for all employee/patron interactions.

EMPLOYEE SAFETY & HEALTH

- Employees have received information regarding coronavirus, how to prevent the transmission of coronavirus and our company's COVID-19 policies, in the language they understand best.
- Employees have been instructed to maintain a minimum 6-foot separation between all employees and customers in all interactions, at all times.
- When strict physical distancing is not feasible for a specific task, other preventions measures have been implemented, including the use of barriers, minimizing staff or customers in narrow or enclosed areas, staggered break times and work shift starts.
- Employees have been provided with appropriate personal protective equipment for the activity being performed.
- All employees will wear cloth masks when not working alone.

Written Procedure Checklist for Phase 2 Dine-In Service Breweries (Continued)

- Staff has access to handwashing stations and handwashing supplies, and have been instructed to wash hands frequently.
- Disposable gloves are available for use where safe and applicable to prevent transmission on tools and other shared items.
- A housekeeping schedule that includes frequent cleaning and sanitizing with an emphasis on commonly touched surfaces has been established and employees have been trained accordingly.
- Employees will be screened for signs and symptoms of COVID-19 at start of all shifts. Sick employees must notify supervisor and stay home or immediately go home if they feel or appear sick.
- A site-specific COVID-19 Supervisor has been designated to monitor the health of employees and enforce the COVID-19 safety plan.



Employee Health Self-Screening Checklist

Do you have any of the following symptoms?

- Fever
- Dry cough
- Shortness of breath
- Muscle aches/chills
- Sore throat
- New loss of taste or smell

Do not come into work if you are experiencing any of these symptoms, have come into direct contact with someone who is COVID-19 positive or COVID-19 presumptive-positive.

Instead, contact your supervisor immediately to report your symptoms or contact with COVID-19. Take all precautions to protect yourself and the health of others.





Take the #WABeerPledge

The WA beer industry is committed to supporting the health and safety of our communities. Show your customers what you are doing to keep our WA communities safe by taking the #WABeerPledge.

Any WA brewery reopening in Phase 2, that is in compliance with the State's health and safety requirements for those reopenings, can take the pledge.

Use our #WABeerPledge signs in your taproom and tell your customers you've taken the #WABeerPledge on social media.

We'll be spreading the word to the WA beer loving public about the steps our state's small craft breweries are taking to ensure the health and safety of our customers.

Thank you for taking the #WABeerPledge and doing your part to keep WA safe and healthy!





#WABeerPledge

To Our Customers

The #WABeerPledge is our commitment to our customers.

We have taken the Pledge so you know we are in compliance with COVID-19 recommended safety guidelines and are doing our part to protect the safety of our community.

Our Pledge to YOU:

We will continue to be a leader in sanitation and food safety.

- All high-touch surfaces are regularly cleaned & sanitized
- Seating areas are cleaned & sanitized between customers
- Indoor and/or outdoor seating complies with recommended social-distancing guidance
- Hand washing or sanitizing stations are made available to you
- All staff will pass a health check prior to each shift
- Glassware & utensils are sanitized after each use
- Common areas and restrooms are cleaned & sanitized regularly
- All staff will maintain 6 feet of social distance when possible, or will wear a face covering or use a guard/barrier when not possible
- We are in compliance with all requirements for Restaurants/Taverns Phase II, as directed by the State of Washington





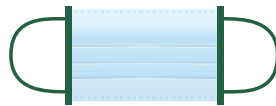
#WABeerPledge

Keep our Brewery
Healthy and Safe

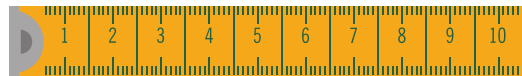
The #WABeerPledge is our commitment to our customers.

We have taken the Pledge so you know we are in compliance with COVID-19 recommended safety guidelines and are doing our part to protect the safety of our community.

Here's how YOU can help:



**Wear your mask when you are not
seated at your table**



**Maintain 6 feet of distance between you
and other guests**



Wash your hands

Thank you for helping us keep our brewery healthy and safe!



