

Dear Team CHG,

Coronavirus (COVID-19)

As the Coronavirus continues to spread, it is essential we take *PREVENTION* seriously. We are closely monitoring the advice and guidance of the Centers for Disease Control (CDC) and the World Health Organization (WHO) and will continue to update you as we learn more.

We want you to stay healthy and we want our guests to stay healthy. Please read this information carefully and follow the policies and procedures we have put in place to help prevent the spreading of Coronavirus.

OUR RESTAURANTS:

- Increase routine cleaning and disinfecting.

We must take even greater care to ensure the environment we work and live in is clean, safe and germ-free. This virus will not stop itself. It is up to us to create an environment it can not survive in. Focus on high touch areas including door handles (interior and exterior), kitchen and restroom faucets, refrigerator and freezer handles, iPads and POS screens, telephones (including personal cell phones), office areas, keyboards, mouse, etc.

- Increase the spacing between our tables and barstools to create greater social distance between our guests.

Social distancing is a term applied to certain actions that are taken by Public Health officials to stop or slow down the spread of a highly contagious disease.

- Avoid personal contact, including shaking hands.

Again, this sounds simple but it is not. We are societally trained to greet each other, and our guests, with an extended arm and open hand. Employ a mindful effort here. Instead, greet each other, and our guests, with a warm smile and an open heart.

- Use hand sanitizer.

We have increased the locations of hand sanitizer in the restaurants including the host stand, the service stations, the restrooms, the dish station and near the entrance/exits.

- Wear gloves at ALL times - Bartenders and Cooks.

We can not be too careful. While the use of hand protection should be standard practice already in our kitchens, we are now extending this practice to the bar teams where guests have a direct line of sight.

- Use Tongs and Skewers for ALL bar garnishes.

This should also already be a standard practice, but please make sure tongs and/or skewers are present for ANYTHING that our staff might need to grab from a communal location.

THE BASICS:

- Increase your handwashing (and/or hand sanitizing) - both frequency and length.

This is so simple and very important. Wash your hands more often (about 4 times more than usual). Wash your hands longer - at least 20 seconds.

- Use hand sanitizer.

We have increased the locations of hand sanitizer in the restaurants including the host stand, the service stations, the restrooms, the dish station and near the entrance/exits.

- Avoid touching your face including your eyes, nose and mouth.

We do not realize how many times each day or each hour we actually touch our face - the average person touches their face 23 times per hour. This will take a mindful effort but does already naturally align with our "on-stage" behavior.

YOUR PERSON:

- Cover your nose and mouth when you cough or sneeze with a tissue.

- Work if you are healthy; STAY HOME if you are sick.

We do not want any person to work sick. If you arrive at work and exhibit symptoms of any kind, including but not limited to coughing, fever, or shortness of breath, then we will ask you to go home.

- Avoid close contact with people who are sick.

ACTION:

- Share information at Premeal/Line-up.

Review and share the safety information outlined here at Premeal with our line-level staff over the next four (4) days. Implement action items immediately where possible (example: cleaning/disinfecting and table spacing).

-Sick employees are **NOT TO WORK**. Period. We will request a doctor's note to ensure the safety of our workplace.

-Employees are encouraged to notify us if they have a sick person at home.

-As of right now per CDC guidance, we have no reason to alter our operating hours or close our restaurants. Creating a sense of normalcy is also important - this does not mean being complacent or not taking proactive measures. We are currently running "business as usual" until further notice.

If you have any questions, please ask. We do not have all the answers. We will share information as we receive it and we will update our policies and procedures as we learn more.

Thank you for your support.