



Subject :	<b>BATHROOM USAGE</b>		
Dept :	Operations	Revision(s):	Published
Version Dated :	June 15th, 2020	Pages:	4

## Purpose

The purpose of this policy is to identify potential hazards and control points when employees and visitors use on-site restrooms, as well as provide guidance on how to best manage safe flow of individuals through the restaurant space with regards to the bathroom areas.

## Policy

1. Bathroom Cleaning
  - a. Both employee and guest bathrooms must be cleaned after every use.
  - b. Employees are responsible for disinfecting the bathroom after use.
2. Safety Equipment Worn Into Restroom
  - a. Face masks must be kept on while using the bathroom.
  - b. Aprons, chef coats, gloves, and towels must be removed before using the bathroom.

## Equipment/Tools Needed:

Consider new equipment/changes to the physical space that may need to be procured, such as:

- Contactless foaming hand sanitizer dispenser
- Foaming alcohol-based hand sanitizer refills
- Spray bottle (for Peroxide disinfectant)
- Glove box holder
- Rubber gloves (bathroom attendant)
- Pre-saturated Disinfectant wipes (Ready To Use)

## Procedure

1. Employee Restroom Usage
  - a. Before employees leave to go to the restroom:
    - i. Clean down and disinfect working stations according to the [Cleaning, Sanitizing, Disinfecting SOP](#).
    - ii. Put all food and product away.
      1. If in the middle of a kitchen task, cover the working product before leaving the station to avoid potential contamination.
      2. Keep meat, fish, and poultry covered and chilled in an ice bath or low boy.



- iii. Remove apron and chef's coat (for BOH), and place them on a hook at station or in another designated location.
- iv. If applicable, place goggles and face shield on a disinfected area.
  1. Disinfect both items after visit to the bathroom
- v. Remove and dispose of gloves before entering the employee restroom.
- vi. Keep face mask on while using the restroom.
- vii. After using the restroom, all employees must wash their hands and adhere to the [Handwashing](#) SOP.
- viii. Use pre-saturated disinfectant wipe to wipe down the following surfaces:
  1. Faucet knob
  2. Hand soap pump
  3. Flush handle
  4. Door knob
  5. Toilet seat cover
  6. Toilet seat
- ix. Discard the used disinfectant wipe.
- x. Wash hands again, adhering to the Handwashing SOP.
- xi. Dry hands thoroughly using single-use paper towels.
  1. Use the paper towel to turn off the water faucet and open the door.
  2. Discard the used paper towel in the trash bin before exiting the bathroom.
- xii. Sanitize your bare hands with foaming alcohol sanitizer once outside the restroom.
- xiii. Return to work space while rubbing your hands and wait until your hands are fully dry. Reference the Hand Sanitizer Usage protocol in the Handwashing SOP if necessary.
- xiv. Do not touch any product or surface until you put on fresh gloves. Reference the Glove Usage SOP if necessary.
- xv. Put on disinfected aprons and double check all safety equipment before continuing to work.

## 2. Guest Bathroom Usage

- a. Applies to External Vendor visits (Manager's responsibility to monitor and clean bathroom if vendor uses while on site).
- b. Restrooms are available for guests, employees, and vendors only.
- c. The area outside of the restroom(s) needs to have:
  - i. Signage on the wall that states:
    1. "With respect to enhanced health and safety policies, our restrooms are cleaned after each use and every 30 minutes by our team. We have indicated on the floor the



encouraged social distance for your safety. If the wait is an inconvenience, there are nearby restrooms located (insert location). Please notify our team if the restroom is in need of tidying up. We'd be happy to do so. Sincerely,  
Management"

- ii. A wall-mounted touchless sanitizer dispenser
- iii. Stickers/signs on the floor indicating the appropriate distance guests should maintain
- d. The area inside of the restroom(s) needs to have:
  - i. Signage on the wall that states:
    - 1. "This restroom is cleaned after every use and every 30 minutes for your health and safety. Please notify our team if the restroom is in need of tidying. Thank you, Management."
  - ii. Signage recommending best practices:
    - 1. Handwashing Technique
    - 2. Touch faucet handles and door handles with a paper towel after washing hands
    - 3. Use provided disinfectant wipes before returning to your table.
  - iii. A wall-mounted touchless sanitizer dispenser
  - iv. An additional trash bin for paper towels used for opening/closing the restroom door
- e. Restroom Line Management
  - i. If your space does not permit a line to be formed without violating standards of social distancing, you must determine a system of signaling when the restroom is available.
    - 1. Examples include touch lights that get turned on or off based on availability, or waitlists maintained by a member of the staff. Protocols should be made clear on signage outside of the restroom area.
- f. Assign Bathroom Attendant (multi-purpose sanitization officer)
  - i. Check, clean, and disinfect the bathroom after every use.
  - ii. Attendant will replenish and provide amenities for guests for their personal sanitation needs:
    - 1. Single-use paper towels
    - 2. Hand soap
    - 3. Single-use disinfectant wipes
    - 4. Alcohol-based hand sanitizer dispenser location
  - iii. Use Peroxide spray or pre-saturated Peroxide wipes to disinfect:
    - 1. Faucet knob
    - 2. Hand soap pump
    - 3. Flush handle



4. Door knob
  5. Toilet seat cover
  6. Toilet seat
- iv. Display signage explaining chemical contact times.
  - v. Allow one minute of contact to effectively disinfect each surface.
  - vi. Provide sufficient trash bins for easy disposal of used safety equipment or paper towels both inside and outside of the restroom.

#### **Supporting Materials (Logs, Signage, Training & Locations, etc)**

- External Signage posted outside bathrooms stating:
  - Bathroom cleaning/disinfecting frequency
  - Line management guidelines
- Internal Signage posted inside restrooms stating:
  - Handwashing Instructions Poster
  - Bathroom best practices

#### **Accountability (how the SOP will be enforced/managed)**

- Bathroom Attendant/Safety Manager will ensure that the restrooms are cleaned per the schedule.

#### **Sources:**

- [Handwashing - Clean Hands Save Lives](#)
- [Cleaning and Disinfecting Your Facility](#)
- [Interim Recommendations for US Community Facilities with Suspected/Confirmed Coronavirus Disease 2019](#)