

## RECOMMENDED ACTIONS FOR FOOD ESTABLISHMENTS AT EACH HEALTH PROTECTION CONDITION LEVEL FOR COVID-19

TIP No. 91-100-0320  
Updated 31 March 2020

The information is intended for food managers, installation public health officials, the installation commander, and other key food establishment stakeholders.

Health protection condition (HPCON) levels outline specific actions individuals can take in response to an infectious disease outbreak. Increased control measures can also be applied at food retail stores and food service establishments to further reduce the potential spread of disease as disease transmission becomes more widespread in the community. Appropriate communication and collaboration between food managers and the installation commander, installation public health representatives, and community stakeholders is strongly advised when considering implementation of the recommended actions for each HPCON level.

### **0** ROUTINE No community transmission

Food managers follow standard food employee health, hygiene, and sanitary practices as outlined in Technical Bulletin, Medical (TB MED) 530/NAVMED P-5010-1/AFMAN 48-147\_IP, *Tri-Service Food Code*, and consider the following additional actions:

- Food employees self-report having exposure to an individual who has a fever or who is suspected or confirmed as having COVID-19.—*Employee should consult with their physician for appropriate disposition.*
- Food employees self-report symptoms of fever or has a pending or confirmed COVID-19 diagnosis.—*Exclude the employee from working until medically cleared.*
- Food managers confirm the status of individuals designated as essential personnel.

### **ALPHA** LIMITED Community transmission beginning

Continue all previous recommended actions and:

- Food managers and shift leaders/supervisors increase vigilance to monitor employee health status.
- Supply hand sanitizer containing at least 60% ethanol at each facility entrance and customer counters for staff and customer hand hygiene.
- Supply disposable disinfecting wipes for customer use on high-touch surfaces such as shopping carts and baskets, dining tables and chairs, and restroom doors and sink fixtures.
- Implement enhanced sanitation practices by increasing the frequency in which high-touch surfaces within common areas of the establishment are cleaned and sanitized or disinfected. Refer to APHC Fact Sheet No. 91-002-0320, *Enhanced Sanitation Practices for Food Establishments in Response to COVID-19*, available at: <https://phc.amedd.army.mil/Pages/Library.aspx>. Additional information for COVID-19 and related products can be found at: <https://phc.amedd.army.mil/topics/campaigns/covid19/Pages/Communication-Materials.aspx>.

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<b>SANITIZE high-touch surfaces of food equipment in customer self-serve areas and dining rooms (after each meal period or every 2-3 hours)</b>	
<ul style="list-style-type: none"> <li>✓ Beverage dispensers (dispensing controls)</li> <li>✓ Refrigerated, hot, and frozen food display cases (doors/handles)</li> <li>✓ Condiment bottles and dispensers</li> <li>✓ Napkin holders</li> </ul>	<ul style="list-style-type: none"> <li>✓ Bulk food dispensers (lids, handles)</li> <li>✓ Replace food utensils for self-service items every 2-3 hours</li> <li>✓ Clean and sanitize dining tables after each patron</li> </ul>

<b>DISINFECT high touch surfaces in customer areas (after each meal period or every 2-3 hours)</b>	
<ul style="list-style-type: none"> <li>✓ Entrance, exit, and restroom door handles</li> <li>✓ Dining room chairs (backrest and seat pan)</li> <li>✓ Service counters and food tray counters/rails</li> <li>✓ Hand sanitizer dispensers</li> </ul>	<ul style="list-style-type: none"> <li>✓ Credit card machines (key pad, digital touch pad)</li> <li>✓ Restroom light switches, handicap rails, hand wash sink fixtures, soap dispensing levers, paper towel dispensing levers, forced-air hand drying control button, toilet flush handles, and door latches for toilet stalls.</li> </ul>

**BRAVO** MODERATE Increased community transmission

Continue all previous recommended actions and:

- Administer daily employee COVID-19 health screening prior to beginning work.

<b>Employee Health Screening</b>	<b>Actions for YES Response</b>
1. Have you traveled to a country or area (within the last 14 days) with a Level 3 travel health notice as identified by the Centers for Disease Control and Prevention (CDC)? <sup>1</sup>	<ul style="list-style-type: none"> <li>• Return home;</li> <li>• Self-quarantine for 14 days; and</li> <li>• Notify your healthcare provider if any symptoms develop.<sup>2</sup></li> </ul>
2. Have you had contact with a confirmed case or a person under investigation for COVID-19?	<ul style="list-style-type: none"> <li>• Return home;</li> <li>• Self-quarantine for 14 days; and</li> <li>• Notify your healthcare provider if any symptoms develop.<sup>2</sup></li> </ul>
3. Do you currently have fever, chills, cough, sore throat or shortness of breath?	<ul style="list-style-type: none"> <li>• Return home; and</li> <li>• Notify your healthcare provider.<sup>2</sup></li> </ul>
<p><sup>1</sup> CDC travel health notices are available at: <a href="https://wwwnc.cdc.gov/travel/notices#travel-notice-definitions">https://wwwnc.cdc.gov/travel/notices#travel-notice-definitions</a></p> <p><sup>2</sup> A documented medical clearance is required before returning to work.</p>	

- Supervise/enforce hand hygiene (hand sanitizer application or handwashing) for all personnel entering the facility (for example, customers, employees, and delivery personnel).
- Discontinue all customer self-service for unpackaged food.

## **CHARLIE** SUBSTANTIAL Sustained community transmission

Continue taking all previous recommended actions and consider the following, as applicable:

- Minimize on premise dining using one or more of the following options:
  - Drive-thru window service.
  - Carry-out dining.
  - Prepackaged meals for takeout. This option may require reducing menu options.
- Implement unit-phased feeding to reduce the number of customers in the facility at one time. This option may require increasing the serving time for each scheduled meal period.
  - Increase spacing between dining tables and between dining chairs.
  - Encourage double-arm spacing between patrons in serving and checkout lines.
  - Consider imposing time limits for seated dining.
  - Discontinue multi-use dinnerware. Provide individually wrapped forks, spoons, knives, napkins; paper plates and cups.
  - Discontinue self-serve beverages. Provide individual packaged beverages.
  - Clean and sanitize or disinfect high-touch surfaces, as stated for HPCON Alpha, between each scheduled feeding group.
- Discontinue commissary operator retail functions such as deli, meat cutting, sushi, fresh seafood, and bakery.
- Limit the number of patrons inside food retail stores at one time.
- Post signs to remind customers to sanitize their hands when departing the facility.
- Post signs near fresh produce area to remind customers to wash all produce before storing at home.
- Modify delivery receipt procedures:
  - Communicate with suppliers prior to scheduled deliveries to ensure delivery drivers meet the same health screening criteria specified for HPCON Bravo.
  - Delivery drivers sanitize hands upon arrival at dock, but remain outside the establishment and leave deliveries on the dock; or
  - Assign a limited number of establishment personnel to receive deliveries.

## **DELTA** SEVERE Widespread community transmission

Continue taking all previous recommended actions and consider the following:

- Discontinue dining on premises using one or more of the following options:
  - Close all nonessential food service establishments.
  - Minimize on-premise dining as stated for HPCON Charlie; or consider
  - Remote feeding; insulated food containers picked up by a unit representative; or
  - Issue individual operational rations (MREs).

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- Require all employees to wear disposable gloves.
- Maximize use of customer self-checkout, where applicable.

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