



Written Plan to Prevent the Spread of COVID-19

At Porterhouse, the health and safety of our guests and employees is our main priority. In addition to following all CDC and San Mateo County Health guidelines, we would like to share with you some of the precautions we are taking to keep our steakhouse in compliance.

Cleaning and Disinfecting Protocols

- Perform thorough cleaning in high traffic areas.
- Frequently disinfect commonly used surfaces and surfaces touched by patrons.
- Clean touchable surfaces between shifts and tables after each use
- Equipped with proper sanitation products, including hand sanitizer and sanitizing wipes.
- Ensure that sanitary facilities stay operational and stocked at all times.
- Provide time for workers to implement cleaning practices before, during and after shifts.
- Changing air filters routinely.
- Provide disposable or digitally available menus.
- Provide table settings (napkins, cutlery, glassware, etc.) to customers only as needed.
- Supply shared condiments only as needed or supply single serve containers.
- Pre-roll utensils in napkins prior to use by customers and store in a clean container.
- Provide takeout containers as needed and ask customers to pack their own leftovers.
- Thoroughly clean each customer dining location after each use.
- Provide mints, candies, snacks, and toothpicks only as needed.
- Provide hand sanitizer at guest and employee entrances and contact areas.

Physical Distancing Guidelines

- Prioritize outdoor seating and curbside pickup.
- Takeout, online ordering & delivery services still available.
- Encourage customer reservations to avoid crowds.
- Face coverings required by all staff members throughout the shift.
- Discourage employees from congregating in high traffic areas.
- Limit the number of patrons at a single table.
- Show parties to their tables one party at a time.
- Prop open doors
- Post physical distancing rules.
- Implement peak period queuing procedures, including a host to remind customers to practice physical distancing.

Employee Training

- Information on COVID-19, preventing spread, and who is especially vulnerable.
- Self-screening at home, including temperature and/or symptom checks using CDC guidelines.
- The importance of not coming to work if employees are showing symptoms.
- The importance of hand washing and personal hygiene both at work and away.
- The importance of physical distancing, both at work and off work time.
- The proper use of face coverings.
- Temperature check of all employee prior to the shift.