

COVID-19 Preparedness Plan for Ridgeview CC

RCC is committed to providing a safe and healthy workplace for all our workers, members and guests. To ensure we have as safe and healthy workplace, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our workers, management and members. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our workplaces.

Management and workers are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. RCC managers and supervisors have our full support in enforcing the provisions of this policy and we encourage our workers to ask questions, raise safety and health concerns and offer suggestions related to the plan and its implementation.

Our workers are our most important assets. We are serious about safety and health and keeping our workers working at RCC. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. Our COVID-19 Preparedness Plan follows State of Minnesota Industry Guidance for our business, Centers for Disease Control and Prevention (CDC) Guidelines, federal Occupational Safety and Health Administration (OSHA) standards related to safety and health precautions required in response to COVID-19 and applicable executive orders. The plan addresses the following:

1. policies and procedures that assist in the identification of sick workers and ensure sick workers stayhome;
2. implementation of engineering and administrative controls for social distancing;
3. worker hygiene and source controls;
4. workplace building and ventilation protocols;
5. workplace cleaning and disinfecting protocols;
6. communications, training and supervision practices and protocols.
7. what customers and clients can do to minimize transmission;
8. additional protections and protocols for receiving and exchanging payment;
9. additional protections and protocols for managing occupancy;
10. additional protections and protocols to limit face-to-face interactions; and
11. additional protection and protocols for distancing and barriers

1. Policies and procedures that assist in the identification of sick workers and ensure sick workers stay home

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms.

RCC has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when they are required to isolate or quarantine themselves or a member of their household. Accommodations for workers with underlying medical conditions or who have household members with underlying health conditions have been implemented.

RCC has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. In addition, a policy has been implemented to protect the privacy of workers' health status and health information.

2. Social distancing – maintaining six feet of physical distancing

Social distancing of six feet will be implemented and maintained between workers in the workplace.

Social distancing of six feet will be implemented and maintained between workers and customers or clients in the workplace through the following engineering and administrative protocols.

3. Worker hygiene and source controls

Worker hygiene and source controls are being implemented at our workplaces at all times.

4. Workplace building and ventilation protocols

Reopening the workplace includes necessary sanitation, assessment and maintenance of building systems including water, plumbing, electrical and HVAC systems.

5. Workplace cleaning and disinfection protocols

Regular housekeeping practices are being implemented, including routine sanitizing of the workplace and frequent sanitizing of high-touch areas. Workers have been instructed that personal equipment and tools should not be shared and, if shared, should be disinfected between users.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product.

6. Communications, training and supervision practices and protocols

This COVID-19 Preparedness Plan was communicated to all workers and necessary training was provided. Managers and supervisors are to monitor how effective the program has been. Management and workers are to work through this new program together and update the training as necessary. This COVID-19 Preparedness Plan has been certified by **RCC** management and was posted throughout the workplace **6/1/20**. It will be updated as necessary.

7. What customers and clients can do to minimize transmission of

COVID-19 Encourage to self-check your temperature before attending the Club. Do not come to the Club if feeling ill. Please regularly wash and sanitize your hands while at the Club. Limit touching your face, limit the items you touch while on property, and please wear a facemask if you so choose.

8. Additional protections and protocols for receiving and

exchanging payment Contactless payment will be our focus either by member charge, or quick CC exchange while sanitizing & hand washing in between all transactions.

9. Additional protections and protocols for managing occupancy

All indoor seating remains closed. The Locker rooms & golf club storage will remain closed as well. Outdoor deck occupancy will be limited to tables of 4, 6 if all are from same family. We will take table reservations once food service returns and limit each group to 1 hour to dine, in fairness to all others that may be on premise. To go orders will be taken via phone, or at the Grillroom window, and available then for pick up at the Grillroom window. The tee sheet will dictate deck service and table availability for those that finish their round, to meet afterwards for a beverage, with a 1 hour time limit, in fairness to those that will be finishing behind you. Our goal is to limit a crowd, provide efficient service, and cater to as many as we can manage daily.

10. Additional protections and protocols to limit face-to-face

interactions All employees are required to wear a facemask when serving customers

11. Additional protection and protocols for distancing and barriers

Please sanitize upon entry, hand wash frequently. Disposable menus will be in use, be aware of traffic and maintain at least 6 feet of distance constantly & consistently. We will always limit the gathering of guests, with the goal of keeping our staff, our members & their guests healthy.

Other operational notes of interest:

Glassware will be washed after every use, no refills

Pre-wrapped silverware will be used, after sanitizing, and never pre-set at the tables

Customers will box up their own leftovers

4 persons max at a table, 6 if from same household

Maintain 6' between tables, max of 50 people at any time on the back deck

Please allow for time to sanitize the tables & chairs between seating's

Certified by:

Clint Johnson

General Manager