



ISHBILLIA

Authentic Lebanese Cuisine

**Coronavirus (COVID-19)
Guidance & Risk Assessment**

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1.0 COVID-19 emergence¹

This guidance has been developed on information provided by:

- Centres for Disease Control and Prevention
- The Public Health Agency (HSCNI)
- The WHO (World Health Organisation)
- GOV.UK
- The National Health Service (NHS)

COVID-19 is caused by a coronavirus. Coronaviruses are a large family of viruses that are common in people and many different species of animals, including camels, cattle, cats, and bats. Rarely, animal coronaviruses can infect people and then spread between people such as with MERS-CoV, SARS-CoV, and now with this new virus (named SARS-CoV-2).

Early on, many of the patients at the epicenter of the outbreak in Wuhan, Hubei Province, China had some link to a large seafood and live animal market, suggesting animal-to-person spread. Later, a growing number of patients reportedly did not have exposure to animal markets, indicating person-to-person spread. Person-to-person spread was subsequently reported outside Hubei and in countries outside China, including Northern Ireland.

2.0 Symptoms of coronavirus²

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

Most people infected with the COVID-19 virus will experience mild to moderate respiratory illness and recover without requiring special treatment. Older people, and those with underlying medical problems like cardiovascular disease, diabetes, chronic respiratory disease, and cancer are more likely to develop serious illness.

3.0 How coronavirus is spread²

Because it's a new illness, it is not exactly known how coronavirus spreads from person to person.

However, similar viruses primarily spread through droplets of saliva or discharge from the nose when an infected person coughs or sneezes.

It's very unlikely it can be spread through things like packages or food.

4.0 How long can the virus survive? ³

It is not certain how long the virus that causes COVID-19 survives on surfaces, but it seems to behave like other coronaviruses. Studies suggest that coronaviruses (including preliminary information on the COVID-19 virus) may persist on surfaces for a few hours or up to several days. This may vary under different conditions (e.g. type of surface, temperature or humidity of the environment).

If you think a surface may be infected, clean it with simple disinfectant to kill the virus and protect yourself and others. Clean your hands with an alcohol-based hand rub or wash them with soap and water. Avoid touching your eyes, mouth, or nose.

¹ <https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/summary.html#emergence>

² <https://www.nhs.uk/conditions/coronavirus-covid-19/>

³ <https://www.who.int/news-room/q-a-detail/q-a-coronaviruses>

5.0 Treatment for coronavirus⁴

- There is currently no specific treatment for coronavirus
- Antibiotics do not help, as they do not work against viruses
- Treatment aims to relieve the symptoms while your body fights the illness
- You'll need to stay in isolation away from other people until you've recovered

6.0 How to avoid catching and spreading coronavirus (social distancing)⁵

Social distancing measures are steps you can take to reduce social interaction between people. This will help reduce the transmission of coronavirus. Everyone in Northern Ireland should now be social distancing.

DO:

- wash your hands with soap and water often – do this for at least 20 seconds
- always wash your hands when you get home or into work
- use hand sanitiser gel if soap and water are not available
- clean and disinfect frequently touched objects and surfaces in the home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards
- avoid close contact with people who have symptoms of coronavirus
- only travel on public transport if you need to
- work from home, if you can
- avoid social activities, such as going to pubs, restaurants, theatres and cinemas
- avoid events with large groups of people
- use phone, online services, or apps to contact your GP surgery or other NHS services

DO NOT:

- avoid touching your eyes, nose, and mouth with unwashed hands
- do not have visitors to your home, including friends and family

7.0 Advice for people at high risk

If you're at high risk of getting seriously ill from coronavirus, there are extra things you should do to avoid catching it. These include:

- not leaving your home – you should not go out to do shopping, visit friends or family, or attend any gatherings
- avoiding close contact with other people in your home as much as possible

You may be at high risk from coronavirus if you:

- have had an organ transplant
- are having certain types of cancer treatment
- have blood or bone marrow cancer, such as leukaemia
- have a severe lung condition, such as cystic fibrosis or severe asthma
- have a condition that makes you much more likely to get infections
- are taking medicine that weakens your immune system
- are pregnant and have a serious heart condition

8.1 Stay at home advice⁹

Everyone must now stay at home to help stop the spread of coronavirus

Staying at home means you should:

- not go to work, school or public areas

⁴ <https://www.nhs.uk/conditions/coronavirus-covid-19/>

⁵ <https://www.nhs.uk/conditions/coronavirus-covid-19/>

- not use public transport or taxis
- not have visitors, such as friends and family, in your home
- not go out to buy food or collect medicine – order them by phone or online, or ask someone else to drop them off at your home

You can use your garden, if you have one. You can also leave the house to exercise – but stay at least 2 metres away from other people.

9.0 Limiting spread of coronavirus (COVID-19) in business and workplaces ⁶

Businesses and employers can help reduce the spread of coronavirus (COVID-19) by reminding everyone of the public health advice. Posters, leaflets and other materials are available.

It's good practice for employers to:

- keep everyone updated on actions being taken to reduce risks of exposure in the workplace
- ensure employees who are in a vulnerable group are strongly advised to follow social distancing guidance
- make sure everyone's contact numbers and emergency contact details are up to date
- make sure managers know how to spot symptoms of coronavirus (COVID-19) and are clear on any relevant processes, for example sickness reporting and sick pay, and procedures in case someone in the workplace is potentially infected and needs to take the appropriate action
- make sure there are places to wash hands for 20 seconds with soap and water, and encourage everyone to do so regularly
- provide hand sanitiser and tissues for staff, and encourage them to use them

10.0 What to do if someone develops symptoms of COVID-19 in the workplace?⁷

If anyone becomes unwell with a new, continuous cough or a high temperature in the business or workplace they should be sent home and advised to follow the stay at home guidance.

If they need clinical advice, they should go online to NHS 111 or call 111 if they don't have internet access. In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

If a member of staff has helped someone who was taken unwell with a new, continuous cough or a high temperature, they do not need to go home unless they develop symptoms themselves. They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell with symptoms consistent with coronavirus infection.

It is not necessary to close the business or workplace or send any staff home, unless government policy changes. Keep monitoring the government response page for the latest details.

Travel arrangements

Anyone who has a new, continuous cough or a high temperature should be advised to quickly and directly return home and to remain there and initiate household isolation. If they have to use public transport, they should try to keep away from other people and catch coughs and sneezes in a tissue.

11.0 Stay at home if you have coronavirus symptoms⁸

Stay at home for 7 days if you have either:

- a high temperature
- a new, continuous cough

If you live with other people, they should stay at home for 14 days from the day the first person got symptoms.

⁶ <https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-coronavirus-covid-19#limiting-spread-of-coronavirus-covid-19-in-business-and-workplaces>

⁷ <https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-coronavirus-covid-19#limiting-spread-of-coronavirus-covid-19-in-business-and-workplaces>

⁸ <https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public#what-to-do-if-you-have-symptoms>

This will help to protect others in your community while you are infectious. Do not go to a GP surgery, pharmacy or hospital.

You do not need to contact NHS 111 to tell them you're staying at home.

Testing for coronavirus is not needed if you're staying at home.

USE THE NHS 111 ONLINE CORONAVIRUS SERVICE IF:

- you feel you cannot cope with your symptoms at home
- your condition gets worse
- your symptoms do not get better after 7 days

Only call 111 if you cannot get help online.

12.0 How long to stay at home if you have symptoms ⁹

If you have symptoms of coronavirus, you'll need to stay at home for 7 days. After 7 days:

- if you do not have a high temperature, you do not need to stay at home
- if you still have a high temperature, stay at home until your temperature returns to normal
- You do not need to stay at home if you just have a cough after 7 days. A cough can last for several weeks after the infection has gone.

If you live with someone who has symptoms, you'll need to stay at home for 14 days from the day their symptoms started. This is because it can take 14 days for symptoms to appear.

If more than 1 person at home has symptoms, stay at home for 14 days from the day the first person started having symptoms.

If you get symptoms, stay at home for 7 days from when your symptoms start, even if it means you're at home for longer than 14 days.

If you do not get symptoms, you can stop staying at home after 14 days.

If you have symptoms and live with a vulnerable person

If you live with someone who is 70 or over, has a long-term condition, is pregnant or has a weakened immune system, try to arrange for them to stay with friends or family for 14 days.

If you have to stay at home together, try to keep away from each other as much as possible.

DO:

- try to keep 2 metres (3 steps) away from each other
- avoid using shared spaces, such as kitchens or bathrooms, at the same time as each other
- open windows in shared spaces if you can
- clean a shared bathroom each time you use it, for
- example by wiping the surfaces you have touched use a dishwasher if you have one – if you do not have one, use washing-up liquid and warm water and dry everything thoroughly

DO NOT:

- do not share a bed, if possible
- do not share towels, including hand towels and tea towels

⁹ <https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-advice/>

13.0 If you have pets in the household¹⁰

At present, there is no evidence that companion animals or pets such as dogs and cats, can be infected with coronavirus (COVID-19).

14.0 Foreign & Commonwealth Office (FCO) travel advice¹¹

The FCO advises British people against all non-essential travel worldwide. This advice took effect immediately on 17 March and applied initially for 30 days.

The COVID-19 pandemic has led to unprecedented international border closures and other restrictions. All countries may restrict travel without notice.

¹⁰ <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronavirus-covid-19-infection>

¹¹ <https://www.gov.uk/guidance/travel-advice-novel-coronaviru>

ISHBILIA RESTAURANT RISK ASSESSMENT IN ACCORDANCE WITH CORONAVIRUS (COVID-19)

Issue Date: 30/06/2020

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Outbreak of Coronavirus</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● Covid-19 causes respiratory illness, usually in mild symptoms including runny nose, sore throat, cough and fever. Some individuals experience more severe symptoms that can lead to pneumonia and rare cases of death 	<ul style="list-style-type: none"> ● Review latest Government / World Health Organisation guidance and update as required
<p>Communications / Educate staff</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● Educate staff via regular communications weekly briefs and meetings. ● Promote good hand and respiratory hygiene 	<ul style="list-style-type: none"> ● Review latest Government / World Health Organisation guidance and update as required ● Displaying of posters on “cough etiquette”, hand and respiratory hygiene
<p>Good Personal Hygiene</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● Cover mouth and nose with a tissue (not hands) when they cough or sneeze. ● Bin tissue immediately ● Wash hands with soap and hot water for a minimum of 20 seconds. CATCH IT, BIN IT, KILL IT ● Wash hands at least every 30 minutes using hot water and soap – ● Avoid close contact i.e. no shaking of hands etc. ● Sanitiser gel is available throughout the restaurant. On arrival and departure, in washrooms, and around the dining hall 	<ul style="list-style-type: none"> ● Review latest Government / World Health Organisation guidance and update as required ● Ensure there is a ready supply of hot water, soap and also paper towels / hand drying facilities ● Posters advising customers of good hygiene practice. Also in the staff toilets and kitchen area. ● On-going monitoring by management

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Internal cleaning</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● A cleaning regime is in place within the company, with dedicated cleaning personnel in place to ensure the workplace, including welfare facilities is serviced and suitably cleaned on a regular basis. ● Staff are encouraged to disinfect their areas door handles, kitchens, toilets, showers, bin lids, light switches, handrails and hot-desk keyboards, phones and desks. 	<ul style="list-style-type: none"> ● Review latest Government / World Health Organisation guidance and update as required ● Adequate supply of sanitiser and blue roll in each section. ● More frequent toilet cleaning on a rota basis

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Social distancing</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● One-way entry and exit crested for customers. ● Reconfiguration of table layout to 2m space hence reducing number of customers in restaurant at once. ● One waiter per section ● Operate policy staggered bread (one in -one out) ● Staff eating area complies with distancing regulations. ● New one-way route to staff toilets ● Front of house staff not permitted in kitchen 	<ul style="list-style-type: none"> ● Manager always at entry point ● Review latest Government / World Health Organisation guidance and update as required. ● Staff to be regularly reminded ● On-going monitoring by management ● Posters and signage to promote social distancing and proper hygiene practices.

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Social distancing (Food Prep Area)</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● Encourage remaining a distance of 2m from work colleagues. ● 1 worker to work in each section ● 2 persons allowed in changing room at once ● One in-one out procedure for walk in fridge ● Staggered breaks ● 2m rule observed in smoking area ● No kitchen staff allowed in front of house 	<ul style="list-style-type: none"> ● Floor markings to outline each section in kitchen ● Review latest Government / World Health Organisation guidance and update as required. ● Staff to be regularly reminded ● On-going monitoring by management ● Posters and signage to promote social distancing and proper hygiene practices.

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Social distancing (Staff to Customer)</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● Staff encouraged to keep a 2m distance from customers where possible ● QR code ordering encouraged along with disposable menu back-up ● Disposable condiments on the table ● Table set-up when food arrives ● Contactless payments encouraged ● Good hygiene practices 	<ul style="list-style-type: none"> ● Staff Training ● Review latest Government / World Health Organisation guidance and update as required. ● Staff to be regularly reminded ● On-going monitoring by management ● Posters and signage to promote social distancing and proper hygiene practices.

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Takeaway and Delivery</p> <p>Risk of: Infection control</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> ● 2m distance to be kept when delivering ● Disposable gloves used for each delivery ● Rigorous cleaning and disinfection of vehicle ● Sanitiser available at all times in vehicle ● Deliveries and pick-ups to be collected from outside restaurant ONLY 	<ul style="list-style-type: none"> ● Staff Training ● Review latest Government / World Health Organisation guidance and update as required. ● Staff to be regularly reminded ● On-going monitoring by management ● Posters and signage to promote social distancing and proper hygiene practices.

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Personal Protective Equipment</p> <p>Risk of: Infection control, Eyes, mouth and nose</p> <p>Risk to: Individuals dependent on tasks performed</p>	<ul style="list-style-type: none"> ● Adequate supply of these will be provided. ● Staff will be instructed on how to remove gloves carefully to reduce contamination and how to dispose of them safely. ● Ensuring social distancing measures and practice good hand hygiene behaviours are in place ● Face masks will be provided to all staff members ● Workers will be clean shaved 	<ul style="list-style-type: none"> ● Staff to be reminded that wearing of gloves is not a substitute for good hand washing. ● Staff Training ● Review latest Government / World Health Organisation guidance and update as required. ● On-going monitoring by management ● Posters and signage to promote social distancing and proper hygiene practices.

HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
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<p>Mental Health</p> <p>Risk of: Mental health issues</p> <p>Risk to: All persons</p>	<ul style="list-style-type: none"> • Management will promote mental health & wellbeing awareness to staff during the Coronavirus outbreak and will offer whatever support they can to help. 	<ul style="list-style-type: none"> • Regular communication of mental health information and open-door policy for those who need additional support to be adopted by management
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HAZARD	CONTROL MEASURES	ADDITIONAL CONTROLS
<p>Skin care and occupational health –</p> <p>Skin conditions, infection control</p> <p>All persons,</p>	<ul style="list-style-type: none"> • A high level of personal hygiene and skin care will always be observed by the management • Providing hand wash facilities / products. • Staff are advised at the commencement of employment of product uses and application. • It is the responsibility of the staff member to use the skin care products in accordance with training received 	<ul style="list-style-type: none"> • Hand sanitisers in key areas such as dining hall, reception, bar, office, and kitchen. • Ongoing monitoring by management

