



Shuswap National

Work Safety Plan

We at Shuswap National have always kept cleanliness and safety top of mind. Amid the current world outbreak of COVID-19 we are committing to the following out-lined steps to ensure the safety of our staff and guests.

We will be following procedures put in place by the Public Health Order, Work Safe BC and recommendations of our industry to help protect staff, our members and the public from the risks of COVID-19. The protocols detailed here will help everyone enjoy their experience and help to keep you safe.

Reducing Risk – Updated December 7th

We aim to help the Provincial Ministry of Health in reducing the risk of person to person transmission through following the 6 measures outlined below:

1. Creating more space between patrons and staff in our business
2. Reducing the number of people in our business at any one time
3. Assigning stations and flow through areas to help maintain physical distancing requirements
4. Establishing new guidelines for our staff to follow for both physical distancing and cleanliness
5. Defining what situations our staff will safely be using PPE to help limit exposure to respiratory droplets
6. Limiting private gatherings to no more than 50 people in accordance with the official Public Health Order

Masks are mandatory while in the building.

Hand washing or Sanitizing is required upon entry to the building

Risks

- We have worked with our staff and managers to identify areas of risk and corrective actions in each of the following areas:
Golf
Kitchen
Clubhouse

Each department has outlined individual areas of concern and protocols for reducing risk, details at the end of this document

**Posted Occupancy limits are
located in the front entry and
in front of each area of concern**

Main Entry – 2 person max

Washrooms – 2 person max

Restaurant – 42 person max

Upstairs – 24 person max

Our People

- All staff have signed off on a document outlining how transmission works, signs and symptoms of COVID-19, sanitizing and chemical use, sick policy, personal safety, best practices and physical distancing requirements

Contact Information

- We are aware that some guests may want more information on our policies and new protocols, general questions call 250-832-3285
- In compliance with the Public Health Order, contact information will be gathered and kept for 30 days for all patrons of the restaurant
- Concerns with policy or protocols should be directed to
Nico Marcyniuk - General Manager
nico@shuswapnational.com
250-832-3285

Washrooms

- Main floor washrooms in the Clubhouse will be open for use
- Please use hand sanitizer prior to entering and wash hands prior to exiting
- One person in washroom at a time, please knock before entering

Food & Beverage

- Reservations are required through the Holiday Season
- As per PHO orders tables are limited to 6 persons per table
- Gathering restrictions require groups to be of the same household
- Both restaurant and event guests are not able to mingle table to table or congregate in walkways, even within the same family/group
- Masks are mandatory in public spaces and can only be removed while sitting at your table

These policies are subject to change. Some will change or be removed as we adapt to our new operations and government mandates. We look forward to seeing you all soon. We are excited to welcome people to the course and thank you for doing your part to help keep everyone safe.



COVID Risk Evaluation – Golf Shop

PHYSICAL - CLOSE PROXIMITY AREAS

Check in Counter	One staff work station
Cart Washing Bay	One staff washing one staff parking
All Doorways	Yield to customers
Washrooms	One at a time
Back Stairs	One at a time

JOBS – CLOSE PROXIMITY JOBS

Customer Check in	Single staffing of Shifts
Golf Lessons	Maintaining Distancing
Restock of Range	Maintaining Distancing

TOOLS – MULTI USE TOOLS

Phones	High Touch Point Sanitizing
Office supplies	“
Shop Computer	“
Pressure Washer	Clean After use
Cart Washing Mitt	Its already soapy
Radios	Sanitized after shift
Storage Crates/Bins	Sanitized after use

SURFACES – HIGH TOUCH POINTS

Golf Shop Counter	Sanitize Regularly
Cart Chargers	“
Clothing Racks	“
Door Handles	Sanitize Regularly/ Prop Open when possible
Washroom Fixtures	Sanitize Regularly

COVID Risk Evaluation -Kitchen

PHYSICAL - CLOSE PROXIMITY AREAS

Forno Line/ main Line/ Prep Line	2 person Max each area
Kitchen Doors	Maintain in and out flow
Hand Sink/ Dish area	Maintain distancing
Back Door	"
Fridges	1 person max / limit time

JOBS – CLOSE PROXIMITY JOBS

Prep Kitchen	Use individual tools
Prep Kitchen	Sanitize regularly
Line	Maintain sides for stations

TOOLS – MULTI USE TOOLS

Cooking utensils	Sanitized after use
Most tools are single use as a norm	

SURFACES – HIGH TOUCH POINTS

Door Handles	Regular Sanitizing
Cooler doors	"
Counters	"
Cutting Boards	Sanitized after use

COVID Risk Evaluation - Clubhouse

PHYSICAL - CLOSE PROXIMITY AREAS

Front Entrance and side doors	Propping open doors during operating hours
Food Pick-up/ Drinks for Course	Table at front for golf service
Entrance From Restaurant to Patio	Keeping doors open
Bar Area	Limit numbers of staff behind bars
Service Pass	Kitchen flow in one direction only

JOBS – CLOSE PROXIMITY JOBS

Serving Tables	Servers Standing Back from Tables taking orders
	Placing drinks/cutlery in designated spots
	Leaving end of table clear for server
Front Line food pick up	Maintain in and out flow

TOOLS – MULTI USE TOOLS

Bar Scoop	Added to High Touch Point Cleaning Checklist
Bar Gun	Added to High Touch Point Cleaning Checklist
Menus	Added to High Touch Point Cleaning Checklist
Door Handles	Added to High Touch Point Cleaning Checklist
Coffee Pots	Added to High Touch Point Cleaning Checklist

SURFACES – HIGH TOUCH POINTS

Washrooms	Added to High Touch Point Cleaning Checklist
Bar Counter	Added to High Touch Point Cleaning Checklist
Server pass	Added to High Touch Point Cleaning Checklist
Tables & Chairs	Thoroughly sanitized between guests