



Required Behavior



to enjoy **Catering**

1. If you do not feel well or have **ANY** symptom – **GO HOME!!!**
 2. Enter **ONLY** during posted operating hours.
 3. If the building is open, then the Coffee Machine may be used.
 4. Record your presence – **Sign In.**
 5. Queue for the Bar – **DO NOT** go directly to a table.
 6. Follow the **ONE-WAY** system:
 - a. when entering through the main door,
 - b. when exiting through the lounge door to visit a toilet,
 - c. when exiting through the lounge door.
 7. **Sanitize frequently:**
 - a. At the entrance,
 - b. Before using the coffee machine,
 - c. After exiting.
 8. **MAINTAIN PHYSICAL SEPARATION – USE SOCIAL DISTANCING:**
 - a. In the queue,
 - b. At your **ASSIGNED** table,
 - c. **DO NOT** rearrange the furniture,
 - d. **DO NOT** table hop,
 - e. **WAIT** to be served, and
 - f. **DO NOT** congregate.
 9. Dispose of your paper waste when exiting.
 10. Exit via the designated **ONE-WAY** path.
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For your safety, we are REQUIRED to refuse service and to ask any member who is not following these instructions to leave.