

## COVID-19 instructions for eating venues, pubs, bars, nightclubs, and other gathering places

- COVID-19 is an infectious viral disease which spreads from person to person by means of aerosol projection, mainly through close contact with infectious persons.
- If conditions are favourable, the virus can survive on contaminated surfaces for up to three days, but it can be destroyed through cleaning and disinfection.
- The risk of the spread of COVID-19 is at its highest in enclosed, crowded, and poorly ventilated rooms.
- The aim of the instructions is to provide guidelines for nightclubs, bars, pubs, lounges, and other eating venues and gathering places for the safe provision of their services under the circumstances of the spread of COVID-19.

### The cleanliness of the premises and proper ventilation

- It must be ensured that air that is mechanically supplied and removed in the form of a ventilation system is supplied through a system that is fully functional and which has been switched on.
- The premises must be regularly cleaned and disinfected by using the usual methods and cleaning materials.
- Frequently-touched objects and surfaces (including counters) must be cleaned and disinfected at least three or four times during the course of a working day. These surfaces and objects always include toilets, door handles, bar counters, tables, chairs, etc.
- Bread and cutlery must be served in containers which can be cleaned regularly (at least three to four times during the course of a working day).
- All surfaces and objects which come in contact with food (including menus, spice and sauce containers, bread baskets, counters, etc) must be cleaned regularly (at least three or four times during the course of a working day).
- Packaging and utensils which are used for selling takeaway food and drinks or for consuming them on-site must be stored in such a manner which helps to prevent their potential contamination.
- If you organise a tasting of food or drinks, ensure that the person who is offering the product as well as the customers themselves are able to take care of their hand hygiene and that it is possible for them to maintain the required distance from one another.
- The Health Board's advice for cleaning and disinfection when cleaning the premises and surfaces must be followed: [www.terviseamet.ee/et/COVID-19-trukised#JUHENDID](http://www.terviseamet.ee/et/COVID-19-trukised#JUHENDID)

### Customers

- Make sure that the number of customers in the business premises never exceeds 50% of the maximum capacity. Capacity is calculated based upon the total square metres of floor space which is intended for customer use, and based on the surface area of the premises which is designed for the use of customers. The business must be prepared to present its rental contract for the premises or its fire safety plan, if necessary, which will specify this information.
- Customers must be notified via the business website and social media accounts and alongside the entrance to their physical premises that they will not be permitted to enter the premises in the case of even the slightest suspicion of infection, and that employees of the business are required to ask anyone who is suspected to have been infected to leave their premises.
- Identity documents for the customers who enter the business premises must be verified, and any applicable age restrictions must be observed.



*These instructions were last amended on 19 August 2020.*

*The latest version of the instructions is available at: [www.terviseamet.ee/et/COVID-19-trukised](http://www.terviseamet.ee/et/COVID-19-trukised)*

- The business must give customers the opportunity to register their personal details (name and telephone number). It should be disclosed to customers that such details are disclosed on a voluntary basis. The details will be used later if it becomes necessary to notify the customer of potential contact with an individual who has been infected.
- Employees should be advised to use the Hoia app. The app notifies individuals who have come into close contact (lasting at least fifteen minutes within a distance of two metres) with someone who has tested positive for coronavirus. Read more here: [www.hoia.me](http://www.hoia.me).
- Ensure that there are no customers who exhibit signs of being in a state of intoxication while on the business premises and that no alcohol is sold to such persons.
- It must be ensured that anyone who is using the business premises is maintaining the required social distancing from anyone else on the premises (approximately two metres). Information materials and the required signage must be displayed to facilitate this.
- Specific employees must be recruited who will be tasked with reminding customers to maintain the required social distancing from one another or existing personnel must be trained to do so.
- Customers must be able to wash their hands or, if this is not possible, to sanitise their hands.
- The means for sanitising one's hands must be installed in visible places along the main routes used by customers, including next to entrances and exits.
- Hand-washing and sanitising stations must be equipped with instructions.
- Toilets must be equipped with plenty of soap and disposable towels for drying hands. From the perspective of infection prevention, it is safer to use disposable towels instead of hand dryers.
- Information materials must be displayed at locations which are visible to customers in order to remind them of the following points:
  - anyone who is ill or who exhibits mild symptoms of a disease (including mild rhinitis, a sore throat, an itchy throat, a cough, etc) should stay at home;
  - the need for hand hygiene;
  - the need for maintaining proper social distancing from others;
  - that it is not safe to share dishes with other people which are designed for individual use.

## Employees

- Make sure that all employees are aware of the main measures which can be implemented to prevent the passing-on of respiratory diseases.
- Stress to employees that they are not permitted to come into work or to remain at work in the case of there being even the smallest suspicion of their having been infected. Establish a procedure in order to make sure that no employee who has fallen ill remains on the business premises.
- Close contact between employees and customers must be minimised.\* If this is not possible, provide employees with personal protective equipment such as visors and masks.
- Employees should be advised to use the Hoia app. The app notifies individuals who have come into close contact (lasting at least fifteen minutes within a distance of two metres) with someone who has tested positive for coronavirus. Read more here: [www.hoia.me](http://www.hoia.me).
- Employees must be able to wash their hands regularly. The instructions that have been provided for washing hands must be followed: [www.terviseamet.ee/sites/default/files/Nakkushaigused/Juhendid/kuidas\\_pesta\\_kasi\\_0.pdf](http://www.terviseamet.ee/sites/default/files/Nakkushaigused/Juhendid/kuidas_pesta_kasi_0.pdf)
- If it is not possible to wash one's hands, then hands must be sanitised with an ethanol-based hand antiseptic (with an ethanol content of at least 70%). Visibly dirty hands must always be washed.
- Collective means of protection and personal protective equipment must be issued to employees based on the results of the risk analysis for the working environment, and based on the nature of the work involved. Training must be organised to show the proper and safe use of such equipment.



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- Work clothing must be washed regularly using a procedure which is followed by all of the business employees. The clothing of any employee who has fallen ill must be washed immediately.
- Clothing or other tools and equipment which are used at work should not be taken home if possible.

If an employee falls ill with a respiratory disease (fever, cough, lack of energy, and other symptoms)

1. Outside of working hours (when the employee is not at work):

- The employee must contact their family physician who will determine whether or not they should be diagnosed with COVID-19, while also being able to advise them on whether they need testing, and on the need to sign a certificate of incapacity for work.
- Those members of staff who have not been in contact with an employee during the period in which said employee was symptomatic and for a period of up to two days before that employee became symptomatic may continue going to work but must monitor their health carefully over the next fourteen days. In the event of their developing any symptoms, they should stay at home and contact their family physician if necessary.
- Any employee who has fallen ill may return to work fourteen days after the day upon which they first exhibited symptoms, provided that they exhibit no remaining respiratory symptoms or fever. Any final decision will be made by the family physician. When the family physician has closed off the employee's certificate of incapacity for work, the employee may return to work and the employer may not ask the employee to take a further test.

2. During working hours (while the employee is at their place of work):

- Any employee who has fallen ill must go home immediately. That employee may return to work only after fourteen days have elapsed, provided that they are completely healthy and do not exhibit any respiratory symptoms or any sign of having a fever.
- Any employee who has fallen ill must contact their family physician. The family physician will assess the likelihood of that person having been infected with COVID-19 based on their symptoms or epidemiological connection, or upon the outcome of laboratory tests (the family physician will decide whether or not laboratory testing is required).
- From the perspective of slowing down the spread of COVID-19, it is important for any employee who has fallen ill to notify their employer of their COVID-19 diagnosis being confirmed. The employer must be notified in a manner that has been agreed upon between the employee and the employer.
- Having been notified of an employee's positive COVID-19 diagnosis, the employer must cooperate with the regional department of the Health Board.
  - Any premises which may have been contaminated with the virus must be closed to third parties and then thoroughly cleaned, disinfected, and ventilated.
- The advice of the Health Board in terms of cleaning and disinfection can be found here: [www.terviseamet.ee/et/COVID-19trukised#JUHENDID](http://www.terviseamet.ee/et/COVID-19trukised#JUHENDID)
- If a COVID-19 diagnosis is confirmed, the employer must identify all persons who have come into close contact with the employee who has fallen ill at their place of work during the period after the employee had become symptomatic or up to two days before they became symptomatic. The employer must cooperate with the regional department of the Health Board to determine close contacts.



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- Any close contacts must stay at home for fourteen days and carefully monitor their health conditions. Remaining employees may continue to carry out their daily duties, but should also keep an eye on their health.
- If a COVID-19 diagnosis is not confirmed for an employee who has fallen ill, all other employees may continue to carry out their duties, but must monitor their health during the following fourteen days.

Hands must be washed:

- before the commencement of work;
- before handling heat-treated or ready-made food;
- after handling or preparing food which was not heat-treated;
- after handling waste;
- after carrying out cleaning duties;
- after using the toilet;
- after blowing one's nose, sneezing, or coughing;
- after eating, drinking, or smoking;
- after handling cash.

\* Close contact is classed as being:

- direct physical contact with an individual who has been infected with COVID-19 (such as shaking hands);
- direct contact without any protection with secretions from the respiratory tract of a person who has been infected with COVID-19 (such as being coughed on);
- being within a distance of up to two metres of a person who has been infected with COVID-19 for at least fifteen minutes.

Guidelines and advice are available at:

[The Health Board's COVID-19-related publications and instructions](#)

[The advice of the Veterinary and Food Office to food business operators in connection with coronavirus](#)

[The Labour Inspectorate's advice to the employer and employee](#)

