



GOLD RESTAURANT

INTERNAL STAFF TRAINING

COVID-19

(SARS-CoV-2)

PREPAREDNESS FOR WORK



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MODULE 1

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INTRODUCTION

COVID-19 is a global pandemic affecting the entire world. There are currently no medicine or cure for it and therefore we all need to do our bit to prevent it from spreading.

We can only do this as a team if we all know what to do and how to do it safely.

MODULE 1 of our training series will help you understand how COVID-19 is spread and to prepare for returning to work.

WHAT IS COVID-19?

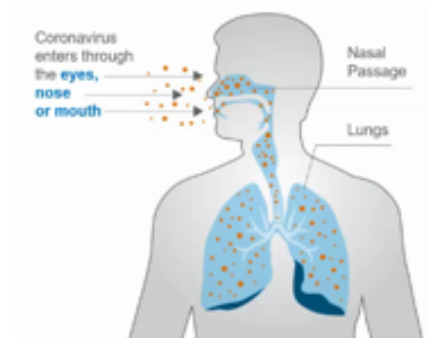
COVID-19 is a new version of the Coronavirus that causes fever and breathing problems and is a worldwide crisis. It spreads very quickly from person to person.

How does it spread?

When someone who has COVID-19 coughs, talks or sneeze, they release small droplets of that lands on surfaces like tables, chairs, phones.

Other people can get infected by touching these objects or surfaces and then touching their eyes, nose or mouth.

You can also catch COVID-19 by breathing in droplets if an infected person coughs or sneezes around you – that’s why it is so important to keep at least 2m away from anyone.



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Symptoms


Most symptoms from COVID-19 are usually mild and begin slowly. Some people have no symptoms at all.

CORONAVIRUS

Help prevent the spread of COVID-19



IF YOU ARE SHOWING THE FOLLOWING SYMPTOMS



- SORE THROAT
- HIGH FEVER
- DRY COUGH
- SHORTNESS OF BREATH
- SHAKING CHILLS
- HEADACHES

CREDIT: WHO

Learn more to Be READY for #COVID19:
www.sacoronavirus.co.za

NICD Hotline: 0800 029 999
 WhatsApp 'Hi' to 0600 123 456



If you have any of the serious symptoms it is important to immediately speak to your doctor or visit the nearest clinic.

People with mild symptoms who are otherwise healthy should stay at home and away from other people for 14 days.

On average it takes 5-6 days from when someone is infected with the virus for symptoms to show but it can take up to 14 days.

That is the reason isolation is recommended for anyone who has been in contact with a suspected COVID-19 case.

IMPORTANT!
 Almost 90% of all people who get infected recovers!

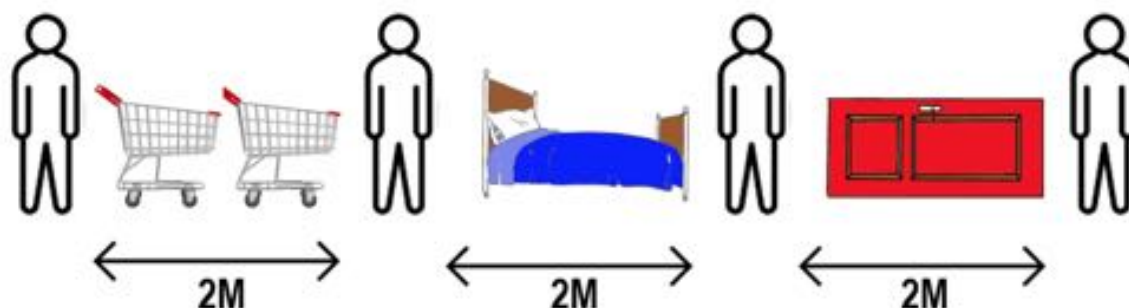
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Prevention

To prevent infection and to slow the spread of COVID-19, remember the golden rules

HANDS	ELBOW	FACE	SPACE	HOME
Wash them often for at least 20sec with soap and warm water	Cough into it or into a tissue and discard immediately	Don't touch your nose, mouth and eyes. Wear your face mask when out in public	Keep a safe distance from others by keeping at least 2metres away from other people	Stay at home as much as you can and do not come to work if you are sick!

What is 2 metres?



WHO CAN I CONTACT

FOR MORE INFORMATION ON COVID-19?

FOR MEDICAL/CLINICAL RELATED QUERIES BY HEALTH CARE PROFESSIONALS ONLY, CONTACT THE

NICD HOTLINE
+27 (0) 82 883 9920

(FOR USE BY HEALTHCARE PROFESSIONALS ONLY)

VISIT THE NICD WEBSITE AT

www.nicd.ac.za

OR FURTHER INFORMATION.

FOR LABORATORY RELATED QUERIES CALL THE CENTRE FOR RESPIRATORY DISEASES AND MENINGITIS

011-555-0315/7/8
OR
011-555-0488

GUIDELINES AND CASE DEFINITIONS ARE AVAILABLE ON THE NICD WEBSITE
[HTTP://WWW.NICD.AC.ZA/WP-CONTENT/UPLOADS/2020/03/COVID-19_QUICK_REFERENCE_Y6_26_02_2020_FINAL.PDF](http://www.nicd.ac.za/wp-content/uploads/2020/03/COVID-19_QUICK_REFERENCE_Y6_26_02_2020_FINAL.PDF)

TOLL-FREE NUMBER 0800 029 999

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PREPARING FOR YOUR SHIFT

Now that you know what COVID-19 is and how to protect yourself from getting ill, we will talk about what you need to know before you get to work.

Staff health screening and health declarations

We have all been away from work for a long time, so before we can return to work we need to be sure that we are all healthy and fit to work.

All staff must sign a health declaration before returning to work telling us that they have not in the past 14 days before returning to work:

- a. tested positive or might be positive with the Coronavirus
- b. might carry the COVID-19 virus or similar highly contagious illnesses like TB.
- c. experienced any common symptoms of COVID-19 or other highly contagious illnesses.
- d. been in direct contact with or close to any person now known to be carrying the Coronavirus or is a potential carrier of the Coronavirus.



Are you vulnerable?

Some people can get very sick if they have health issues and get infected with COVID-10. It is therefore very important that staff who suffers from chronic illnesses let us know.

Vulnerable staff are those who are:

- 60 years and older (if applicable)
- Of any age but with underlying medical conditions, especially if not well controlled, including:
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who have a weak immune system (can easily get sick). Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
 - People that is severely overweight
 - People with diabetes
 - People with chronic kidney disease undergoing dialysis
 - People with liver disease

It is important to remember that having any of the above illness does not make it easier for you to get infected, but it could mean that you can possibly get much sicker if you do get infected with COVID-19.

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What do you need

To protect yourself from getting ill it is important that you remember the golden rules of how to stop spread of COVID-19 (and most illnesses):

- Keep a distance of at least 2 meters from others
- Wash your hands regularly
- Avoid touching your eyes, nose and mouth
- Wear a face mask

You will need to have at least two face masks for travelling to and from work so that you can rotate them in the wash. You have to wear a clean one every day.

GOLD Restaurant will provide each employee with two face masks that will have to stay at the restaurant at all times. These will form part of your uniform and we will wash and iron these for you.

When returning to work for the first time it is important that you bring your uniforms in a plastic bag with you. They must be clean and labelled with your name.

So before you leave home you must always have a clean facemask and a small pocket size bottle of hand sanitiser.

DID YOU KNOW?

You can help contain the spread of COVID-19

REPUBLIC OF SOUTH AFRICA 2020 NDP

Wipe me! :-)

- Clean your phone with an alcohol wipe or a microfiber cloth.
- Your smartphone carries more germs than a toilet seat!
- The glass and metal in your phone make it the perfect environment for coronavirus to live on.

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How to

Wear a facemask correctly

A face mask is only effective if you use them correctly, so it is important to remember the following.

DO

1. Only use a mask that has been washed and ironed
2. Clean your hands before touching the mask
3. Check that the mask is clean and not damaged
4. Make sure that the mask fit correctly to cover your nose mouth and chin
5. Once you have put on the mask, DO NOT TOUCH YOUR FACE again until you take it off
6. Clean your hands before removing the mask
7. Do not touch the cloth of the mask, only the strings or elastic
8. Pull the mask away from your face and store in a clean Ziplock bag
9. Wash your hands properly before you do anything else

DO wear a fabric mask safely.



DON'T

1. Do not wear a dirty or damaged mask
2. Do not wear a loose mask
3. Do not wear a mask under the nose or under your chin
4. Do not remove your mask if you are within two meters of other people
5. Do not share a mask with others



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Correctly wash your hands.

Germs can spread to other people or surfaces if you:

- Touch your eyes, nose, and mouth with unwashed hands
- Prepare or eat food and drinks with unwashed hands
- Touch a surface or objects that has bacteria and viruses on (remember you cannot see it)
- Blow your nose, cough, or sneeze into hands and then touch other people's hands or common objects like handrails, doorknobs, lockers.

You need to wash your hands often and especially:

- Before, during, and after preparing food
- Before eating food
- Before and after putting or removing your facemask
- Before and after touching your face, nose, eyes or mouth
- After blowing your nose, coughing, or sneezing
- After using the toilet

Clean hands are one of the most effective ways to protect yourself from becoming ill, but it is only effective if you do it correctly.



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THE IMPORTANT WHATS, WHYS AND HOWS

WHAT?	WHY?	HOW?
You must be 'fit for work' at all times. This means that you must not be suffering from, or carrying and illness or disease that could infect others	People who are not 'fit for work' could spread harmful bacteria or viruses to food and others	Stay at home if you are ill and seek medical advice.
You should tell us if you suffer from any health conditions that can make you very sick.	People with health problems like on page 4	Have your health checked by your doctor or clinic. They can give you a letter to say if you are vulnerable.
Always wear a cloth mask when in public. The mask must be at least three layers thick	To stop droplets from an infected person to spread and to protect those that are unaffected of inhaling droplets.	Follow the guidelines on page 6 for how to properly put on a facemask.
You should always wash your hands with soap and water for at least 20 seconds and do it often.	Handwashing is one of the best ways to prevent harmful bacteria and viruses like COVID-19 from spreading.	Follow the handwashing procedure on page 7
You must avoid touching your face, eyes, mouth or nose, or coughing and sneezing and wash your hands if before and after you do.	The COVID-19 virus cannot enter your body through your skin. You can only get infected if the virus come through your eyes, nose or mouth.	By understanding that this is the best way to protect yourself from getting ill you will remember to wash your hands before touching your face.

YOU ARE NOW READY TO LEARN ABOUT THE RISK (almost)

Now that you know what you need to come to work and how to properly wear your mask and wash your hands it is important that you know what the risks are.

In the next training we will cover what risks and hazards are and how we all need to follow important safety rules.

Are you ready for your test? Scan the QR Code below or visit by clicking on the link: <https://forms.gle/ywDRYxkxVZPsTr18A>

IMPORTANT: You will need to answer all the questions correctly to be **READY TO LEARN ABOUT RISK**



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