



Double Impact Initiative

Health and Safety Policies



Overview:

The Double Impact Initiative is led by Breaktime and Community Work Services (CWS). They are both a part of a national initiative to provide meals to frontline workers while empowering restaurant workers with new opportunities to get back to work. This program is uniquely positioned to ensure the highest level of health and safety for all staff involved in food production, cleaning, and delivery. We also ensure the same high level of health and safety to all frontline workers receiving these meals. All food production is taking place in CWS's commercial kitchen, and all deliveries are conducted in CWS vehicles. CWS already upholds extremely vigilant standards for cleanliness and safety. All staff members working on the food production end have the unique advantage of having weeks of training in food safety, even before the pandemic. They are also equipped with the skills to do everything possible to prevent food contamination. Moreover, CWS has an incredible Commercial Cleaning Program that has already been thoroughly disinfecting the building and all CWS's vehicles around the clock. Coupled with Breaktime's consultations with hospitals and healthcare workers on preventing the spread of the virus, this initiative is ready to do everything possible to prevent the spread of COVID-19, and support the safety, health, and wellbeing of all of our staff-- all while providing them with a much-needed job opportunity right now.

Below is a compilation of all the health standards and protocols by which Breaktime-hired staff and CWS are abiding in their production and delivery of meals. In writing up these standards, Breaktime and CWS have expanded on the guidelines that Off Their Plate (OTP) developed with the medical community to further augment the health and safety of everyone involved.

Preventing the Spread with Robust Health Guidelines:

All staff have agreed to abide by the following strict health guidelines, which are based on guidance from the Centers for Disease Control (CDC) and Partners HealthCare. All staff must:

- Wear a mask and gloves at all times;
- Wash their hands often with soap and warm water, scrubbing for at least 20 seconds and then rinsing thoroughly
- Follow a strict set of guidelines outside of work to prevent contracting SARS-CoV-2;
- Cover their mouth and nose with a tissue when they cough or sneeze and then throw the tissue in the trash before washing their hands with soap and water;

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- Clean and disinfect any and all surfaces they touch frequently;
- And avoid contact with people who are sick or who may be sick with COVID-19 symptoms.

We have also provided the following guidance on self-checking for symptoms and the protocol for when you unexpectedly have any of these symptoms:

- Cough not related to seasonal allergies or chronic illness
- Fever
- Loss of smell not related to seasonal allergies or chronic illness
- Muscle aches not related to seasonal allergies or chronic illness
- Shortness of breath not related to seasonal allergies or chronic illness
- Sore throat

If any staff member feels sick or exhibits any of these symptoms, they are required to let both CWS and Breaktime know ***immediately***. Staff have been instructed not to come to work if they or anyone they have recently been in contact with is feeling ill.

Shelter Provision for the Homeless:

All young adults experiencing housing insecurity with whom we are working have been provided with single-unit shelter to ensure they can self-isolate from others and maintain a sense of stability and security during this challenging time.

Vigilant Precautions in the Food Production Stage:

CWS is operating according to ServSafe guidelines and in conformance with all CDC standards on COVID-19:

- Hands are washed upon entering the kitchen, changing stations, changing tasks, or at 4-hour intervals;
- Gloves are put on before engaging in any tasks;
- Stations are first cleaned using approved detergent, then sterilized;
- Stations are sprayed with leave-on spray that kills viruses or bacteria present;
- Uniforms (supplied by CWS) are changed daily and professionally laundered;
- Aprons (supplied by CWS) do not leave the kitchen;

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- Aprons are changed daily and professionally laundered;
- Cutting boards are color-designated by product use to prevent cross-contamination;
- All common allergens are avoided in food production;
- And all utensils are run through a sanitation dishwasher that reaches 180 degrees in the sanitation cycle.
- Whenever possible, all staff remain six feet apart (inside and outside of work);
- Each food preparation station must only be used by one employee at a given time;
- And employees must avoid touching their faces and remind colleagues to avoid similar behavior.

As previously mentioned, CWS has the unique asset of already having a fully-operational Commercial Cleaning Program to keep our entire building and all of our vehicles as sanitary and safe as possible. Around the clock, this cleaning program is:

- Using strong surface sanitizers to keep all commonly-touched surfaces as clean as possible
- Stocking soap and paper towels in all areas with a handwashing sink
- Providing new, professionally-made masks and gloves to all employees

Extensive Sanitization in the Food Transportation Stage:

When food is ready to be taken out of the kitchen and brought to our hospital and shelter partners, CWS uses individual takeout containers and large, cardboard boxes for transport.

CWS vehicles are then used to transport the food. These vehicles are cleaned and sanitized vigorously around the clock. They first hand wipe the entire transport area with the chemical Envirox H2Orange2 Concentrate 117. This sanitizer/virucide kills coronavirus with the active ingredient hydrogen peroxide. The next step is to spray the entire transport area with the chemical Access Point Food Grade Sanitizer. Using an Electrostatic Sprayer, they then spray all surfaces again and ensure that all food-containing vessels are sanitized as well.

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