

Cellar Doors, Restaurants, Cafes and Bars

As per the latest [Public Health \(COVID-19 Restrictions on Gathering and Movement\) Order \(No 5\) 2020](#) – dated 25 September 2020. The restrictions for Cellar Doors, Restaurants, Cafes and Bars are:

1. From **Tuesday 1 December 2020** small hospitality venues (up to 200 square metres in size) will be allowed to have [one person per 2 square metres](#) indoors.
2. From **Friday 23 October 2020** restrictions at **ALL hospitality venues** were eased to allow for bookings of up to **30 people per booking** and the number of **people per table will be increased to 30 people** as well. [Find out more about the eased restrictions](#).
 - a. Businesses wishing to take advantage of the relaxed restrictions **must use electronic methods**, like QR codes, to record and keep contact details and abide by the [physical distancing rules](#).
3. From Friday, 16 October 2020 restrictions at hospitality venues have been eased to allow [one patron for every two square metres in outdoor areas](#) (previously this was one person per four square metres).
 - a. Businesses wishing to take advantage of the relaxed restrictions **must use electronic methods, like QR codes, to record and keep contact details**.
4. Group bookings must not consist of more than 30 people. This applies to all hospitality venues **including, Cellar Doors, Restaurants, Cafes and Bars/Pubs and Hotels**.
5. All businesses MUST implement the following:
 - a. the number of people per booking or table must not consist of more than **30 people**
 - b. a **cap of 300 people** in a venue at any one time
 - c. **compulsory COVID-Safe registration through Service NSW**
 - d. a **dedicated COVID Safe Hygiene Marshall** in distinctive clothing must oversee social distancing, cleaning and hygiene at the venue
 - e. Businesses wishing to take advantage of the relaxed restrictions from 16 and 23 October 2020 **must use electronic methods, like QR codes**, to record and keep contact details and abide by the [physical distancing rules](#).
 - f. large hotels with a capacity of greater than 250 people are to have a COVID Safe Hygiene Marshall on duty whenever the hotel is open
 - g. smaller hotels with a capacity of less than 250 are to have a COVID Safe Hygiene Marshall employed in peak periods (lunch 12pm to 3pm and dinner 5pm to 9pm)
 - h. paper sign-in will still be permitted, but hotels must create a digital record of patron names and phone numbers (excel or word) to be submitted within 24 hours
 - i. ensure all patrons provide their name and contact details accurately
 - j. **encouraged to strongly promote QR code sign-in**.

Please remember: Under the [Public Health Orders](#), you **must** have a **COVID-19 Safety Plan** for how your business will keep your customers and workers safe. It is also **COMPULSORY** to be [COVID-Safe registered](#) through Service NSW.

You can either:

* use the [COVID-19 Safety Plan: pubs, clubs, bars, breweries and cellar doors](#). NOTE: this revised safety plan incorporates [new compliance measures](#) that came into force on **Friday 16th October 2020**.

* develop your own plan to address the checklist of matters required

Updating your plan: You may need to update the plan in the future, as restrictions and advice changes.

COVID Safe Hygiene Marshall – Cellar Doors/Breweries/Distilleries

With regards to the COVID Safe Hygiene Marshall for Cellar Doors, Breweries and Distilleries, the new rules state that businesses with a capacity of 250 or more must have a Hygiene Marshall at all times of active business operations. For those businesses with a capacity less than 250 people per four square metre rules, they must have a Hygiene Marshall on-site during peak times of the day.

This means that given most Cellar Doors have been booked out in recent weekends, it is recommended that a Hygiene Marshall be on-site for the whole weekend of active operations for Cellar Doors, Breweries &

Distilleries. For any other day of the week, a Hygiene Marshall must be present at any time during the day when the business is booked out based on current capacity numbers.

This information must be stated in businesses COVID Safety Plan. Peak times are considered to be those times which are the busiest periods of the day compared to the rest of your day, so as an example this could be any time your bookings are greater than 50%, 60% or 70% of your current capacity however it is up to the discretion of each individual business to decide what their peak times are and they must include their reasoning behind why they chose those times in their COVID Safety Plan.

COVID Safe Hygiene Marshall – Restaurants/Cafes/Pubs/Bars

With regards to the COVID Safe Hygiene Marshall for Restaurants, Cafes and Food Producers, the new rules state that businesses with a capacity of 250 or more must have a Hygiene Marshall at all times of active business operations. For those businesses with a capacity less than 250 people per four square metre rules, they must have a Hygiene Marshall on-site during peak times of the day.

This means that given most Restaurants and Cafes have been booked out in recent weekends, it is recommended that a Hygiene Marshall be on-site for the whole weekend of active operations. For any other day of the week, a Hygiene Marshall must be present at any time during the day when the business is booked out based on current capacity numbers or at peak times of business such as during breakfast, lunch and dinner.

This information must be stated in businesses COVID Safety Plan. Peak times are considered to be those times which are the busiest periods of the day compared to the rest of your day, so as an example this could be any time your bookings are greater than 50%, 60% or 70% of your current capacity however it is up to the discretion of each individual business to decide what their peak times are and they must include their reasoning behind why they chose those times in their COVID Safety Plan.

Who can be a COVID Safe Hygiene Marshall and what are their responsibilities?

A COVID Safe Hygiene Marshall can be any member of your staff on that day. There is no specific training to earn the title of COVID Safe Hygiene Marshall, however **whoever is chosen for this role must be outlined in your businesses COVID Safety Plan and must be dressed distinctively different to the rest of staff**, such as wearing a badge that says COVID Safe Hygiene Marshall on Duty. The Hygiene Marshall must be fully briefed and aquatinted with all aspects of the businesses COVID Safety Plan and Checklist to indicate that they and their business are following all restrictions and adhering to current regulations.

The Marshall should be going around cleaning and sanitising surfaces, implementing safe COVID practices according to your businesses COVID Safety Plan and ensuring all staff and visitors are adhering to the rules and keeping safe. They could also be the ones checking temperatures upon entry, and should be ensuring accuracy and legibility of the mandatory records that must be captured from people entering your premises. **The duties and responsibilities of your COVID Safe Hygiene Marshall should be outlined in your businesses COVID Safety Plan.**

Mandatory Restrictions as per [Public Health \(COVID-19 Restrictions on Gathering and Movement\) Order \(No 5\) 2020](#)

Part 3 - Records and exchange of information

(3) A person may provide the person's contact details—

(a) directly to the occupier of the premises, or

(b) by electronically registering the person's contact details with Service NSW by means of a mobile phone or other device at the time the person enters the premises.

(4) The Minister directs that the occupier of premises to whom a person's contact details are provided in the manner specified in subclause (3)(a) must—

(a) keep, for at least 4 weeks, a record of the contact details, and

(b) on request, provide the record to the Chief Health Officer as soon as practicable, but no later than 12 hours, after the request is made.

[Click here](#) to refer to the **physical distancing guidelines** outlined by the NSW Government.

They still include:

- Alcohol can only be consumed by visitors **who are SEATED**
- Wine tastings can be conducted without the necessity to serve food.
- Groups seated together or single bookings can only be for a **maximum of 30 people**
- Food tastings (including cheese and chocolate) can be conducted but **MUST be seated** and adhere to the physical distancing rule

We have also received confirmation from Service NSW that events such as industry gatherings at Cellar Doors and/or Restaurants **CAN** be conducted. You **must** have COVID-19 Safety Plan in place, and guests **must be seated** when consuming food or drinks to adhere to the physical distancing rules. If there is a queue for obtaining food or drink at a counter or bar then markers must be placed on the floor to indicate where people can safely stand.

Please additionally refer to [HVWTA Cellar Door guidelines here](#) - these cover best practice of operating your Cellar Door to comply with social distances and public hygiene requirements and what to do in case of an outbreak.