



**Dear Food Service Operator:**

I want to provide you with updated information regarding the announcement made by the Governor on March 15, 2020. As we move through this response, we want to make sure that you are taking steps to keep yourself and your families safe. Attached are several checklists that you can use during this pandemic.

**Effective 9:00pm on 3/15/2020, all sit-down style food service facilities, including bars, will be Ordered Closed.**

If you have the capacity to operate via carry-out or delivery, you may continue to do so. There is no timetable for when this order will end.



**Take the following steps to ensure food safety during carry-out and delivery:**

- Keep all hot food items at or above 135°F
- Keep all cold food items at or below 41°F
- Keep each customer's orders separate

**Safe Practices for Employees:**

- Keep adequate separation distance from consumers. The CDC recommends six feet of separation distance.
- Ask consumers to make on-line payments to avoid person-to-person contact.
- Stay at home if you're sick
- Separate yourself from others in your home
- Wash your hands for at least 20 seconds, often

- Sneeze into a tissue or your sleeve to prevent germs
- Avoid touching eyes, nose and mouth
- Clean and disinfect frequently touched objects and surfaces

**Facilities who violate this Order will be subject to an immediate suspension of their food license.**

If you have food that can be safely donated, please do so. Attached you will find some guidelines for safe food donation.

Information and valuable resources:

- [Coronavirus Information from the Ohio Department of Health](https://coronavirus.ohio.gov/wps/portal/gov/covid-19/home) (https://coronavirus.ohio.gov/wps/portal/gov/covid-19/home)
- [Unemployment Insurance and Benefits](http://jfs.ohio.gov/ouio/CoronavirusAndUI.stm) (http://jfs.ohio.gov/ouio/CoronavirusAndUI.stm)
- [High-Proof Liquor Buyback](#) or call 1-877-812-0013
- [Economic Injury Disaster Loan Program](https://www.sba.gov/funding-programs/disaster-assistance) (https://www.sba.gov/funding-programs/disaster-assistance)

**As a reminder, the symptoms of COVID-19 include:**

- Fever (with a temperature of or higher than 100.4 degrees Fahrenheit/38 degrees Celsius)
- Cough
- Shortness of breath

If you have questions regarding COVID-19, we're urging you to call the Ohio Department of Health's COVID-19 Hotline at 1-833-4-ASK-ODH (1-833-427-5634).

**Please don't hesitate to reach out to us for guidance during this unprecedented time.**

Ottawa County Health Department  
419-734-6800  
[www.ottawahealth.org](http://www.ottawahealth.org)