



# COVID-19 RESTAURANT REOPENING CHECKLIST

## **WELCOME TO THE NEXT NORMAL.**

While the process of managing the opening of a restaurant is not a new concept, doing so in the midst of the COVID-19 pandemic is. Our team is committed to helping all those in the industry get their kitchens back up and running as safely and efficiently as possible.

Keeping your equipment up and running and protecting it from expensive long-term damage is more critical than ever as you adapt your business to meet the changing expectations and demands of your customers.

We've partnered with trusted service providers and vendors in the industry to put together a comprehensive equipment checklist to help you in the reopening process.

In addition to the equipment checklist, we'll continue to update sanitation and FOH guidelines as best practices change. Please use and share this guide with your team to help them in the reopening process. We're here to support you as we navigate this next normal together.

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By equipment category and infrastructure, including site inspection, best practices for all equipment, plumbing, HVAC, cold side, hot side, electrical, warewashing, and fire suppression

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Including vendor safety, hibernating draft systems, and navigating temporary or permanent store closures

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Recommendations on ways to update FOH based on local, state, and government guidelines

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Tools you can use to improve your BOH and FOH operations when teams and budgets are running lean

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To best stay informed on state-by-state reopening guidelines and recommendations from the CDC and WHO

## THANK YOU TO OUR PARTNERS

- Jim Leach - Hobart Sales and Service - Grand Rapids, MI
- Mike Cnossen - [Armock Mechanical Contractors](#) - Sparta, MI
- Joe Davita - Restaurant Systems Management - Atlanta, GA
- Jason Freeman - [Technical Hot and Cold](#) - Westland, MI
- Cory Yates - [Alpha & Omega](#) - Phoenix, AZ
- [Pour My Beer](#) - Leaders of the self-pour technology revolution

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART I: EQUIPMENT

### SITE INSPECTION

- ] Inspect the restaurant for water damage on walls or ceiling
- ] Inspect the floors, walls, and ceilings for any signs of mold or mildew
- ] Inspect the ceiling for leaks
- ] Inspect the restaurant for power
- ] Turn interior lights on
  - If restaurant was shut down with best practices, turn breakers back on
  - If breakers were left on, turn off and back on
- ] Check phone, internet, Drive-Thru system

### PLUMBING

- ] Turn on water
  - If you turned your water off, do this immediately
- ] Confirm that water supply is working
  - Do you have hot water?
  - Do the toilets flush?
  - Are there any backed-up floor drains?

### ALL EQUIPMENT

- ] Turn on all 'free standing' kitchen appliances and smallwares
- ] Check switches, controls, timers, indicator lights for proper operation
- ] Calibrate temperatures
- ] Check motor
- ] Check gaskets
- ] Check bearings
- ] Check power cords
- ] Check general hardware like knobs, buttons, door hinges, etc.
- ] Check for water / gas / steam leaks
- ] Lubricate / grease as needed
- ] Clean and sanitize any food contact areas

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART I: EQUIPMENT

### COLD SIDE

- Walk-In Cooler
  - Dispose of any product remaining in unit
- Refrigeration Units
  - When turning on, confirm fans are operating correctly
  - Clean condenser
  - Check temperatures
  - Check seals and gaskets
- Ice Machines
  - Perform chemical clean, sanitize, and de-lime
  - Change filters
  - Check water filters
  - Check inlet water valve screens
  - Clean the bin interior
  - Clean the exterior of the unit
  - Conduct a visual inspection of components, controls, and wiring
  - Check for oil spots, loose wires, loose fasteners, corrosion, etc.
  - Empty all ice bins
  - Clean and sanitize inside of ice bins
  - Refill bins with ice
- Walk-in cooler, freezer, and under counter cooler sanitation
  - Turn off cooler/freezer and prop doors open
  - Remove all racks
  - Scrub entire unit, including walls, floors, ceiling, and fans
  - Scrub rack
  - Replace racks in units
  - Close door, turn on unit

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART I: EQUIPMENT

### HOT SIDE

- Turn on gas hookups to equipment
  - Make sure you do this before relighting pilot light
- Turn on water heaters
- All Gas Equipment
  - Check blower fan, burners, orifices, etc.
  - Check gas pressure
  - Clean burners, pilot assembly, orifices, and blower fans
- Fryers
  - Replace oil in all fryers
- Oven / Stove
  - Relight pilot lights

### ELECTRICAL

- Plug in and power on all IT equipment upon re-entry
- Turn on all outside lighting and check functionality
  - Parking lot lights, menu board, pre-order board, building lighting
- All Electric Equipment
  - Check voltage and amp draw
  - Check elements

### HVAC

- If needed, warm up the crankcase heater before turning compressor on
- Check and replace filters as necessary

*For specific guidance on improving ventilation as a result of COVID-19, please follow the CDC guidelines.*

### FIRE SUPPRESSION

- If system is up to date, no additional steps are required

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART I: EQUIPMENT

### WAREWASHING

- Dishwasher
  - Check pump and motor shaft for leaks
  - Clean pump and spray arms
  - Check heating element
  - Ensure correct amount of water enters the dishwasher
  - Check door gasket to prevent leaks
  - Level dishwasher as needed
  - Verify proper water drainage
  - Inspect electrical system
  - Inspect and clean removable filters
  - Check electronic controls
  - Check buttons for proper function
- Empty and wash all prep buckets
- Clean and sanitize containers
- Clean and sanitize utensils, dishes, and drinkware



# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART II: GENERAL SANITATION

### GENERAL SANITATION

- Sanitize all food contact surfaces and holding areas
- Create a new SOP for sanitation best practices for BOH, equipment, FOH, and employees based on government guidelines
- Enhance daily sanitizing practices, including cleaning of registers, hand-held devices, POS systems, credit card terminals, food service counters, door handles, restrooms, and all other services
- Require and provide PPE as available to employees
- Place notices that encourage hand hygiene at the entrance to the restaurant and in other areas that are likely to be seen
- Assign dedicated employee to wipe down tables and chairs with sanitizer and paper towels during opening hours
- Assign extra staff to allow for frequent hand-washing rotation for FOH employees
- Clean and stock bathrooms on a more frequent basis
- Secure third-party cleaning companies to assist with increased cleaning and sanitation demands as needed
- Provide disinfectant and sanitation products for employees to clear their stations and equipment after each use
- Consider removing hand faucets and replacing with foot or knee pedals for both BOH and FOH
- Promote tap and pay to limit handling of cash

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART III: OTHER CONSIDERATIONS

### VENDOR SAFETY

- Move to contactless signatures for deliveries and work approvals
- Ask vendors who are required to come onsite to follow the guidance of local, state, and federal governments in regard to wearing PPE

### STORE CLOSURES

- **Temporary Store Closures**

If you're in the process of temporarily closing any of your restaurant locations, please consult our [checklist for temporary kitchen closures](#).

- **Permanent Store Closures**

If you're in the process of permanently closing any of your restaurant locations we can help you walk through the necessary steps, including liquidation of equipment and full shut-downs of utilities.

### HIBERNATE DRAFT SYSTEM

- Call your draft cleaning company to schedule regular cleaning before temporary or permanent shutdown
- Disconnect couplers from kegs and scrub them clean
- Turn off gas directly from the source
- Keep the beer storage on at a temperature of 36-38 degrees
- If your system includes a glycol power pack, discuss options with a technician
- Clean and dry the interior of the cooler

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART IV: ON-PREMISE DINING CONSIDERATIONS

*We've compiled this list of on-premise dining considerations based off recommendations from the CDC and state guidelines to help operators prepare and keep their FOH facilities running smoothly as dining rooms start to open.*

- Reconfigure FOH to accommodate social distancing guidelines as outlined by local and state governments
- Set patrons per square feet allowances, example: no more than ten patrons per 500 square feet are allowed inside at once
- Increase physical space between employees and customers
- Close all self-service bars (salad, soup, condiments, etc.)
- Remove community style seating and limit party sizes to specific amounts, i.e - no more than 6 per table
- Remove all communal items from FOH, such as self-service drinks, condiments, utensils, and tableware stations; have employees provide these items to patrons
- Use pre-rolled silverware
- Use booking and scheduling tools to stagger customer flow
- Clean and sanitize reusable menus, if using paper menus, discard after each customer use
- Make hand sanitizer readily available to guests

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART V: TECHNOLOGY



### 7SHIFTS

Use for scheduling, employee and customer communications, and labor management  
Special offer: free for 4 months, no contract, no setup fee



### CHOWLY

Use to integrate direct online ordering channels and third-party delivery platforms  
Special offer: 30-day trial period



### TOAST

Use to set up digital channels, like online ordering, mobile ordering applications, contactless delivery, and e-gift cards  
Special offer: 90-days free, no hardware or POS purchase required, no upfront costs

# COVID-19 RESTAURANT REOPENING CHECKLIST

## PART VI: HELPFUL LINKS

### COVID-19 Resources & Information by State

*Published by the National Restaurant Association*

### CDC Resources - Posters and Fact Sheets

*Published by the Centers for Disease Control and Prevention*

### State-by-State Reopening Map

*Published by The New York Times*

### COVID-19 and Food Safety: Guidance for Food Businesses

*Published by the World Health Organization*

### COVID-19 Restaurant Support - Eat.News

*Published by Gordon Food Service*

### COVID-19 Reopening Guidance

*Published by National Restaurant Association*

**CONTACT 86 REPAIRS**



**86 REPAIRS MANAGES THE ENTIRE R&M  
PROCESS FOR RESTAURANT OPERATORS.**

Lean on us to get your BOH operations back up and running safely and efficiently while your team is running lean.

If you need assistance with anything on this checklist or any other internal reopening procedures you're working through, our team is here to help.

Text or Call: 312-584-1115  
Email: [hello@86repairs.com](mailto:hello@86repairs.com)  
Website: [86repairs.com](http://86repairs.com)