

# New face mask requirements

As of September 17th, Analog must comply with the new corona restrictions for cafes since there is public access to the cafe.

The new restrictions enforce Analog to ensure that all guests, baristas and baristas not on shift wear a face mask or visor when standing up or walking around in the cafe.

## Face mask restrictions

Analog is legally bound to make sure that all persons in the cafe comply with the new restrictions unless they are covered by an exemption.

A guest **cannot** enter the cafe and **must not be served** unless they wear a mask or visor.

## Guests and baristas *not* on shift

- All guests, also baristas not on shift, **must** wear a face mask or visor when entering the cafe, standing up or walking around in the cafe. The restriction applies even if a guest is just entering the cafe to get a coffee and would leave again, pick a board game etc.
- **When seated**, the face mask or visor can be removed but must be put on again when standing up.
- Customers and baristas not on shift can buy a face mask at the entrance for 3 kr.

## Baristas *on* shift

- All baristas on shift must wear a face mask or visor while on shift.
- If a barista only works in the kitchen and has no customer interaction, a face mask is not required.
- We will buy plenty of face masks for baristas on shift. They will be available in the kitchen.
- When you enter the cafe to start your shift, you can enter without a mask but must then put one on from the kitchen.

# Exceptions

If people say they have e.g. a medical reason for not wearing a mask, you should do a friendly assessment if the reason seems creditable. Ask in a nice way and remember that the cause might not always be visible. We cannot require them to show documentation but must rely on people telling the truth.

If you're exempted from wearing a mask as a barista, please contact the board so we have an overview and tell your shift mates in advance.

There can be legitimate medical reasons for not wearing a mask. In certain cases wearing a face mask or visor is exempted:

- People with medical or psychological condition which makes them unable to wear a mask
- People with a creditable purpose, e.g. needs to take their medicine, respiratory difficulties etc.
- People are allowed to remove the mask temporarily when drinking or eating but should take it back on afterwards.
- Children under the age of 12

## How to wear a face mask

The face mask or visor must fully cover the mouth and nose

1. Wash your hands or use hand sanitiser before putting on the face mask
2. Put on the face mask by holding the elastic ear loops. Make sure it fits tightly to your face and covers both your nose and mouth
3. Remove the face mask by holding the elastic ear loops, and discard it immediately
4. Wash your hands or use hand sanitiser after use

## Guidelines for shifts

When you are on shift **you have the responsibility for the cafe together with your shift mates and must make sure all corona restrictions are upheld.** You must help our customers to comply with the corona restrictions and make sure they wear a face mask, keep a safe distance etc.

Nobody likes to police but Analog is legally bound to ensure that all persons in the cafe comply

with the regulations.

No one is allowed to enter the cafe without a face mask and must not be served without one (unless they're exempted).

### **Approaching a customer**

We assume that no customer acts in a bad will. If you see a customer entering the cafe without wearing a face mask, approach the customer in a nice manner; tell them about the new restrictions and ask the customer to put on a mask. If the customer does not have a face mask, they can buy one.

### **Should the customer refuse**

Should the customer refuse to wear a mask and is not exempted, **you must ask them to leave**. If a conflict arises or you feel uncomfortable to approach them, we suggest you get help from one of your shift mates or ask for help from FM. They will happily help out.

In the worst case, a customer can receive a fine for not complying with the corona regulations.

## Mask sale

We will have a mask sale at the entrance to Analog, so customers still have an option to get a coffee if they have forgotten a mask. They can pay in the Analog app or put one on and pay at the counter.

# Outside opening hours and in weekends

Only baristas are allowed in the cafe outside opening hours. When the cafe is closed, masks are however not required.

As long as there is public access to the cafe, the mask requirement must be upheld. We do not have the resources to do so after opening hours. Therefore the cafe room will be closed for non-baristas when Analog closes.

The closing shift should walk around in the cafe and ask everyone who is not a barista to leave and close the door to Analog when they leave the room.

When the cafe is closed and only accessible for baristas, masks are not required.

