



WHAT CAN I DO IN MY BAKERY/CONFECTIONERY?

The greatest and unfortunately real risk that can endanger your business is the possibility that one of your collaborators or family members normally present in the company presents symptoms and is found positive for coronavirus.

This implies as first indisputable effect the verification of all the people who have had contact in the last 14 days with the infected subject and the automatic quarantine of all these people.

This can very often amount to closing the company.

What can we do to limit this risk?

This is obviously a problem of staff organization and the use of common spaces. Since, as mentioned, we are led to believe that this will not be something destined to be resolved in a few days but it could take months, it is necessary to organize your company in order to contain the possibility of contagion from person to person among those who they work there.

Probably find the following impossible to implement, but the alternative could be only the concrete risk of closing the company.

Recall again that the essential precautions are always and in any case represented by

- **WASH YOUR HANDS OFTEN AND ACCURATELY, AS HANDS ARE FIRST VEHICLE TRANSPORTING INFECTION**
- **KEEP THE SAFETY DISTANCE FROM EVERYONE AT LEAST ONE METER.** Since it is almost impossible that if there are more than one sales person, the distance of one meter is always respected, it is advisable to equip the staff with the ffp2 or ffp3 face masks
- **RECOMMENDS TO ALL TO AVOID TOUCHING NOSE AND EYES BY HANDS, EVEN IF CLEANS:** it is an unconscious gesture that we all do one hundred times a day but it is proven that it is the first vehicle of infection.

Now let's see some general tips to adopt:

1) SMALL FAMILY BAKERY/CONFECTIONERY (united LABORATORY AND STORE)

normally it is organized with a laboratory and a sales environment while it has common areas for changing rooms and toilets.

In this case it should be foreseen to adopt separate times between working hours (production staff) and opening to the public (sales staff) thus providing that services and changing rooms are also used in separate times.

In the event that there are people involved in the production of bread and others in the pastry production, as far as possible it is necessary to separate the two departments either physically (different environments) or temporally (different working hours, for example bread at night and in the first hours and pastries in the



third morning or afternoon). The important thing is that people are always distant from each other and do not attend the same environment at the same time.

2) BUSINESS STRUCTURED WITH CENTRAL LABORATORY AND MORE SALES POINTS

In this case, it is a matter of ensuring that in the event of a salesperson being infected, the risk of closure is limited to the only shop in which he operates. To do this it is necessary **NOT TO MOVE THE STAFF** from one shop to another always remembering that the incubation / quarantine period is 14 days from the last contact.

The staff involved in distribution from production to sale should limit themselves to delivering as quickly as possible without approaching the sales staff: in fact, it could itself become a transmission vehicle from one shop to another or from the production laboratory to the shops.

In the case of production laboratories structured in different environments (e.g. bakery workshop, pastry shop, goods and raw materials storage, administration office) it is advisable to adopt strict separation of environments (closed doors) and give written instructions to the staff to avoid as far as possible direct contacts and in any case always taking care to respect interpersonal distances greater than one meter.

The best measure is, if possible, to organize the work in such a way as to make the individual departments work at different times (for example morning bread and afternoon pastry) and in any case to ensure that common areas such as toilets and changing rooms are used without that there is the simultaneous presence of several people.

The cleaning and disinfection of common areas where traces of infectious saliva transmissible by contact may also remain essential.

A good general rule for those with a higher number of employees is to try to leave one or more employees of the single department or shop at home for a period of at least a week (better 14 days) so that if it happens that the staff on duty it is possible to avoid the closure of the shop or the department because all the employees have been placed in quarantine.