

OLYMPIA CAFÉ

5 EAST RIVER

SAVANNAH GA, 31401

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## - Safety Plan-

### 1. HOURS OF OPERATION

\*HOURS OF OPERATION- MONDAY- SUNDAY 11 A.M. TO 10:00 P.M

### 2. CROWD MANAGEMENT-

\*We make sure crowds are kept orderly by requiring management to head count patrons every 30 minutes during busy times. We do not exceed our capacity set by the Fire Code ; this capacity is 150 people. We also require one member of management to remain in the kitchen area and customer-facing areas, including the dining room, at all times. Lines outside the takeout area are guided by our kitchen staff and management to a single file formation. Lines that may form outside the dining room area are not allowed; if there are people waiting for a table, we give them a specific amount of time to return so that we may seat them. Management is on duty from 60 minutes prior to opening to 60 minutes after closing.

\*We have 3 signs stipulating that our seating is for customers only.

\*We have 9 cameras always recording. The recordings are kept for 7 days. They are located so that the express (take out) area, dining room, ice cream area, hall outside the office, the front door, side door, front kitchen, back storage, and dry storage is monitored. Vasilis Varlagas, Frances Krieg, and Constantine Varlagas all have access to these cameras and recordings.

Vasilis Varlagas – 912 398 6644

Frances Krieg 912 713 1991

Constantine Varlagas 912 257 5005

\*We do not have a cover charge.

\*We do not have a transitional period.

### 3. PARKING

We do not own or control access to parking areas.

#### 4. Controlling Access

\* We employ ADS security system and have fire and burglar alarms that are armed during our closing hours.

\* During operation, we have a host on duty that seats our patrons as they come in. In the takeout area, each customer is greeted by the cook as they walk in the door. If the party that comes in the takeout area is larger than 5 people, they are guided to our host stand that is located at the front door to sit in our larger dining room.

\*We have signs by the front door stating that "host will seat you".

\*We have signs on all inside doors that are not for the public labeled "private" or "employees only". These include the office and storage closets.

#### 5. Security Staffing

\* We only use security guards during seasonal events. When these occur, we employ off-duty officers from Savannah Police Department. We hire two of these officers once a year during the St. Patrick's Day celebration. During these events, we also employ extra, unarmed personnel to facilitate access to restrooms and seating areas in the dining room.

#### 6. Specific Measures and Procedures to combat underage consumption of alcoholic beverages.

**\*We implement the city approved training for servers within 7 days of hire.**

\*Only government issued photo ID's will be accepted.

\*When a customer orders an alcoholic beverage in our takeout area, they are asked for their ID by the cook taking the order. The cook then compares the picture on the ID with the customer that ordered and checks their birthday. The number of years is calculated using mental math. We have an updated sign by the cook's area showing the date on the ID that would establish the person that ordered as 21 or over. In the dining room, wait staff ask for ID from each customer that orders an alcoholic beverage. If the person orders a bottle of wine or a pitcher of beer, each customer that asks for a glass is asked for ID. If any ID, whether presented in our takeout area or dining room, appears altered or if the birth date is not visible (determined through examination of materials, holograms, and overall condition of ID) then that ID is taken from the customer and the alcohol is not served. If the ID has expired, alcohol is not served.

\*If a customer ordering alcohol appears intoxicated, as indicated by slurring of speech, odor of alcohol on person, or erratic behavior, the customer is not served alcohol.

\*Staff will require ID from every customer EACH time they order alcohol. For example, if a customer returns to the takeout counter three times to order an alcoholic beverage, they will be asked for their ID three times.

## 7. Specific Measures and Procedures to combat the risk of fire

\* Fire inspections are conducted by Pye Barker. This company checks our hood sprinkler system and fire extinguishers. We have 3 fire extinguishers that are posted in each of the following areas: back storage (located behind prep kitchen) ice cream counter, and back prep kitchen (adjacent to grill area) . Our hood system is equipped with sprinklers.

\* We have two 'panic' buttons that automatically call SPD. One is in the office and one is located between the kitchen and prep kitchen. Their response time is around 4 minutes.

- The capacity of our establishment is regularly monitored by cooks, hosts, and waitstaff.
- Bathrooms are checked every 30 minutes for excess debris, etc.
- EXIT signs are clearly visible and are maintained regularly
- Evacuation maps are posted in each of the following areas: server station, grill area, and prep kitchen. These maps show the most efficient way to evacuate the building via the three front entrances. We do not have a back door.
- Kitchen and wait staff conduct a closing inspection prior to leaving for the night. This includes checking the grill, fryer, and steam table to make sure the switch is in the 'off' position, ensuring the high temp dishwasher is emptied and cooled, and all burners on coffee and tea makers are off.

## 8. Discussion of Matters related to managing emergencies

- Managers are instructed to stay behind and ensure that all employees and customers are out of the building during an emergency such as fire or other evacuation event. After storage and bathrooms are checked for occupancy, managers proceed to evacuate with other employees to our meeting area which is located on Rousakis Plaza in front of the River Boat dock. At this time, the manager performs a head count against the number of people on the schedules to make sure all employees are accounted for.
- Management and employees are in contact with one another via 'group text' during highly busy times (seasonal) to keep everyone informed of any issues that arise.
- Kitchen management regularly requires "drills" fire correct fire extinguisher use (PASS). These drills consist of a manager establishing a 'fire' location and practicing with employees that are present that day who, determined by geographic position in location, would use the fire extinguisher and who would call the fire department.
- In the event of a medical emergency, staff are instructed to call 911 if a customer or fellow employee appears to need medical intervention. This instruction is for everyone regardless of position in the company. The person who calls must stay with the customer/employee until the ambulance arrives and maintain contact with the medical team until the situation is resolved. The manager on duty also must remain available and close by to facilitate emergency personnel's arrival and departure, as well as answer any relevant questions and inquiries by other employees and customers.

9 Where applicable, discussion of measure the licensee with undertake to visibly distinguish between patrons under and over the age of 21 .

- We are a full -service restaurant and so do allow people under 21 to enter the premises. Only when someone orders an alcoholic beverage do we distinguish between those under and over 21 years of age. We do this by requiring the valid identification and following procedures listed above for responsible selling of alcoholic beverages.