



CITY OF CAMBRIDGE COMMISSIONER OF INSPECTIONAL SERVICES'

Mandatory Guidelines for Restaurant Sale of Groceries During COVID-19 Pandemic – Dated April 29, 2020 AMENDED May 6, 2020

The City of Cambridge (the “City”) issued an Emergency Temporary Order Allowing Restaurants to Sell Groceries during the COVID-19 State of Emergency on April 27, 2020 (the “Order”). In order to allow restaurants and other food establishments (“Restaurants”) to sell groceries and other food items (“Groceries”) during the State of Emergency, such Restaurants shall follow these Mandatory Guidelines for Restaurant Sales of Groceries (“City’s Amended Mandatory Restaurant Guidelines”), that provide guidance for the sale of Groceries pursuant to the Order.

Restaurants shall submit an Operational Safety Plan.

Restaurants undertaking the sale of Groceries shall submit an Operational Safety Plan to the Inspectional Services Department and shall receive approval that their Operational Safety Plan has been accepted prior to commencement of Grocery sales.

The Operational Safety Plan shall be submitted digitally using the City’s permitting portal, using the application type ‘Covid-19 Restaurant Operational Safety Plan’.

General Requirements:

1. All Groceries shall be obtained from a licensed manufacturer, distributor or other authorized source;
2. Only whole, uncut produce may be sold as a Grocery item;
3. All Groceries shall be sold in their original packaging for preparation and consumption at home;
4. Fresh or frozen meat¹ shall be sold in their original packaging or in sealed food grade packaging to prevent contamination and shall be properly labeled;
5. Any bulk Groceries that are repacked require a label (ask your distributor or vendor to provide additional labels for you to affix to the package; otherwise the Restaurant must make a label and affix to the package; see label requirements below);
6. Restaurants are encouraged to offer pre-selected assortments of Groceries (e.g. produce boxes, dairy boxes, etc.) that are pre-packed or pre-bagged;

¹ Meat(s): means, but is not limited to, red meat, poultry, pork & seafood

7. Restaurants shall have adequate storage space for all frozen and refrigerated Groceries and for storage of orders waiting to be delivered or picked up;
8. Restaurants shall have adequate storage for dry goods and store all Grocery items at least 6 inches off of the floor;
9. Grocery items shall be available only for ordering online or by call-ahead ordering at Restaurants. Customers shall not gather on-site and Grocery items shall not be on display or offered for self-service;
10. Restaurants shall ask customers to call in once they arrive in the parking area and offer curbside delivery. Employees shall wear a mask/face covering and disposable gloves as required by the City's Amended Temporary Emergency Order Requiring the Wearing of Masks or Cloth Face Coverings in All Public Places, Businesses and In Common Areas of Residential Buildings dated April 28, 2020. Restaurants shall encourage credit card payments over the phone or online ordering;
11. The price for each Grocery item sold shall be affixed to each Grocery item; and
12. Grocery items that may be made available for sale include disposable utensils and paper products, such as paper plates, toilet paper and paper towels. Non-Grocery items such as chemical cleaning supplies shall not be made available for sale by any Restaurant

Grocery Label Requirements:

- a. Name of the Grocery;
- b. Ingredient listing;
- c. Name and place of the business of the Grocery manufacture, packer, or distributor;
- d. Net quantity of contents (fluid ounces or weight);
- e. Allergen information; and
- f. Fresh or Frozen Meats Safe Handling Instructions affixed if applicable (see below).



Restaurants are responsible for ensuring that all personnel on site, including contract workers and delivery personnel, comply with the City's Mandatory Restaurant Guidelines.

The Inspectional Services Department will be routinely spot-checking Restaurants for compliance with the City's Mandatory Restaurant Guidelines and may shut down Restaurants that are found to be in violation of the City's COVID-19 Mandatory Restaurant Guidelines.

Restaurants are reminded to follow all other requirements of 105 CMR 590.000, State Sanitary Code and the 2013 FDA Food Code.

These Amended Mandatory Restaurant Guidelines shall remain in effect until further notice.

Dated: May 6, 2020

By:

A handwritten signature in black ink, appearing to read 'Ranjit Singanayagam', with a long horizontal flourish extending to the right.

Ranjit Singanayagam, Commissioner of Inspectional Services
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