### PHASE 1: RAPID SPREAD
Remote learning continue, gatherings of 10 or fewer people are permitted for any reason, all health care providers are open with IDPH approved safety guidance, non-essential employees are permitted to return to work with safety precautions in place, tele-work remains strongly encouraged when possible, accommodations should be considered for COVID-19-vulnerable employees, outdoor fitness classes and one-on-one personalized training is permitted with IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### PHASE 2: FLATTENING
Remote learning continues, gatherings of 5 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, outdoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### PHASE 3: RECOVERY
Remote learning continues, gatherings of 10 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, outdoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### PHASE 4: REVITALIZATION
Remote learning continues, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, outdoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### PHASE 5: ILLINOIS RESTORED
Remote learning continues, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, outdoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### DEPARTMENT NAME
Dining Services (Residential)

### ACTIVITY/PROCESS/EVENT
### PHASE 4: REVITALIZATION
- **Dining Centers open and hours**
  - Only Taylor open - see Covid 19 Standards form
  - Taylor open - see Covid 19 Standards form
  - Taylor and Tower open. Tower to be considered to open depending on housing occupancy (if open under phase 4 but return to Phase 3)
- **Dining Center hours**
  - (Mon-Sun) with Lunch/Dinner 1.5 hr. meals, Serve Lunch 11:30-1 and Dinner 5-6:30
  - (Mon-Sun) with Lunch/Dinner 1.5 hr. meals, Serve Lunch 11:30-1 and Dinner 5-6:30
  - (Mon-Sun) with Lunch/Dinner 1.5 hr. meals, Serve Lunch 11:30-1 and Dinner 5-6:30
  - Off-site bid if counts dictate it's needed
- **Special Bid for staff - 10 needed**, explore options of rotating bids. Clericals work on assignments at home.
- **Special Bid for staff - 10 needed**, explore options of rotating bids. Clericals work on assignments at home.
- **Special Bid for staff - 10 needed**, explore options of rotating bids. Clericals work on assignments at home.
- **Bid based on need - assume return to normal staff levels**. If occupancy levels are low, Thomas will not be serving but will prepared items to be moved to units that are open.
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- **Bid based on need - assume return to normal staff levels**. If occupancy levels are low, Thomas will not be serving but will prepared items to be moved to units that are open.
- **Staffing needs - Civil Service**
  - No Student workers or Extra Help
  - No Student workers or Extra Help
  - No Student workers or Extra Help
  - Extra Help as needed for checkers. Student labor as needed

### PHASE 5: ILLINOIS RESTORED
- **Dining Center delivery method** (drive through/out/self serve)
  - Only to go options
  - Only to go options
  - Only to go options
  - No self serve options available

### PHASE 5: ILLINOIS RESTORED
- **Staffing needs - Student Labor/Extra Help**
  - Limited staff - Train and enforce policy on gloves and facemask use. How and when to sanitize. How and when to change gloves and PPE.
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### PHASE 5: ILLINOIS RESTORED
- **Training on COVID-19 protocols**
  - Continue with appropriate training
  - Continue with appropriate training
  - Continue with appropriate training
  - Continue with appropriate training
  - Continue with appropriate training
  - Continue with appropriate training

### PHASE 5: ILLINOIS RESTORED
- **Employees checked for symptoms / log maintained at each location**
  - Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks and gels at all times.
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### PHASE 5: ILLINOIS RESTORED
- **Staff workstation arrangements**
  - Work areas staggered to maintain 6’ distancing while preparing and serving all meals.
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### PHASE 5: ILLINOIS RESTORED
- **Dining Center delivery method** (drive through/out/self serve)
  - Only to go options
  - Only to go options
  - Only to go options
  - No self serve options available
  - Resume normal operations

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**Dining Services (Residential)**

**Dining Centers open and hours**
- Only Taylor open - see Covid 19 Standards form
- Taylor open - see Covid 19 Standards form
- Taylor and Tower open. Tower to be considered to open depending on housing occupancy (if open under phase 4 but return to Phase 3)

**Dining Center hours**
- (Mon-Sun) with Lunch/Dinner 1.5 hr. meals, Serve Lunch 11:30-1 and Dinner 5-6:30
- (Mon-Sun) with Lunch/Dinner 1.5 hr. meals, Serve Lunch 11:30-1 and Dinner 5-6:30
- (Mon-Sun) with Lunch/Dinner 1.5 hr. meals, Serve Lunch 11:30-1 and Dinner 5-6:30
- Off-site bid if counts dictate it's needed

**Staffing needs - Civil Service**
- No Student workers or Extra Help
- No Student workers or Extra Help
- No Student workers or Extra Help
- Extra Help as needed for checkers. Student labor as needed

**Staffing needs - Student Labor/Extra Help**
- Limited staff - Train and enforce policy on gloves and facemask use. How and when to sanitize. How and when to change gloves and PPE.
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- Train and enforce policy on gloves and facemask use. How and when to sanitize. How and when to change gloves and PPE.

**Training on COVID-19 protocols**
- Continue with appropriate training
- Continue with appropriate training
- Continue with appropriate training
- Continue with appropriate training
- Continue with appropriate training
- Continue with appropriate training

**Employees checked for symptoms / log maintained at each location**
- Staff will be monitored for symptoms before starting work and a log kept. Staff will wear gloves and masks and gels at all times.
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**Dining Center delivery method** (drive through/out/self serve)
- Only to go options
- Only to go options
- Only to go options
- No self serve options available
- Resume normal operations
### PHASE 1: RAPID SPREAD
- "Stay at Home" Orders in effect, remote learning for all classes, student services offered remotely, remote work for non-essential employees, essential services and departments operate within restrictions, non-essential retail stores open for delivery and curbside pickup, University housing only available for students with extenuating circumstances, essential gatherings limited to 10 or fewer people, no non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.

### PHASE 2: FLATTENING
- Remote learning continues, gatherings of 10 or fewer people are permitted for any reason, all health care providers are open with IDPH approved safety guidance, essential gatherings of 10 or fewer people are permitted to return to work with safety precautions in place, tele-work remains strongly encouraged when possible, accommodations should be considered for COVID-19-vulnerable employees, essential gatherings limited to 10 or fewer people, non-essential gatherings of any size, most recreational areas closed, face coverings and social distancing measures are the norm.

### PHASE 3: RECOVERY
- Resuming in-person learning resumes, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, all outdoor recreation allowed, indoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### PHASE 4: REVITALIZATION
- Remote learning continues, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, all outdoor recreation allowed, indoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.

### PHASE 5: ILLINOIS RESTORED
- All normal operations resume with new safety guidance and procedures. Conventions, festivals, and large events can take place. We will reach this phase when testing, tracing, and treatment are widely available throughout the state. At this stage, either a vaccine is developed or a treatment option is readily available.

<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>ACTIVITY/PROCESS/EVENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing and Dining Services</td>
<td></td>
</tr>
<tr>
<td><strong>Menu development</strong></td>
<td></td>
</tr>
<tr>
<td>Only to go options. 4-week rotational menu - same on both Lawson and Taylor line. No Allergen Friendly line.</td>
<td>Only to go options. 4-week rotational menu - same on both Lawson and Taylor line. No Allergen Friendly line.</td>
</tr>
<tr>
<td><strong>Accommodating Special Diets</strong></td>
<td></td>
</tr>
<tr>
<td>Students identified as needing special dietary meals will receive communications from Panther Dining, and such meals will be prepared as needed.</td>
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</tr>
<tr>
<td><strong>Seating configuration</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Customer line-up configuration</strong></td>
<td></td>
</tr>
<tr>
<td>Tape on the floor in 6’ increments</td>
<td>Tape on the floor in 6’ increments</td>
</tr>
<tr>
<td><strong>Seating restrictions</strong></td>
<td></td>
</tr>
<tr>
<td>6’/no seating</td>
<td>6’/no seating</td>
</tr>
<tr>
<td><strong>Self-service Panther Cards</strong></td>
<td></td>
</tr>
<tr>
<td>Person attached to the outside of Plexiglas for customer self-sweeping of cards.</td>
<td>Person attached to the outside of Plexiglas for customer self-sweeping of cards.</td>
</tr>
<tr>
<td><strong>Cashless alternatives</strong></td>
<td></td>
</tr>
<tr>
<td>Use debit / credit card terminal for purchases other than DD and meal swipes.</td>
<td>Use debit / credit card terminal for purchases other than DD and meal swipes.</td>
</tr>
<tr>
<td><strong>Use of condiments</strong></td>
<td></td>
</tr>
<tr>
<td>Handled out with service.</td>
<td>Handled out with service.</td>
</tr>
<tr>
<td><strong>Use of dining non-edible items</strong> (napkins, straws, silverware,…)</td>
<td></td>
</tr>
<tr>
<td>Handled out with service.</td>
<td>Handled out with service.</td>
</tr>
<tr>
<td><strong>Self serve drink stations</strong></td>
<td></td>
</tr>
<tr>
<td>Staff serves beverages</td>
<td>Staff serves beverages</td>
</tr>
<tr>
<td><strong>Self serve station configuration</strong></td>
<td></td>
</tr>
<tr>
<td>4-week rotational menu for self service stations to be used.</td>
<td>4-week rotational menu for self service stations to be used.</td>
</tr>
<tr>
<td><strong>Cleaning protocols - common / seating area</strong></td>
<td></td>
</tr>
<tr>
<td>6’/no seating</td>
<td>6’/no seating</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>SCENARIOS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PHASE 4: REVITALIZATION</strong></td>
</tr>
<tr>
<td>- Remote learning continues, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with IDPH approved safety guidance, accommodations should be considered for COVID-19-vulnerable employees, all outdoor recreation allowed, indoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.</td>
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</table>
### Phases of the Scenario

<table>
<thead>
<tr>
<th>Phase</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Phase 1: Rapid Spread</strong></td>
<td>Strict &quot;Stay at Home Order&quot; in effect, remote learning for all classes, student services offered remotely, remote work for non-essential employees, essential services and departments operate with restrictions, University housing only available for students with extenuating circumstances, essential gatherings limited to 10 or fewer people, all non-essential gatherings of any size, recreational areas closed, face coverings and social distancing measures are the norm.</td>
</tr>
<tr>
<td><strong>Phase 2: Flattening</strong></td>
<td>Remote learning continues, gatherings of 10 or fewer people are permitted for any reason, all health care providers are open with DPH approved safety guidelines, non-essential employees are permitted to return to work with safety precautions in place, tele-work remains strongly encouraged when possible, accommodations should be considered for COVID-19-vulnerable employees, outdoor fitness classes and one-on-one personal training is permitted with IDPH approved safety guidance, face coverings and social distancing measures are the norm.</td>
</tr>
<tr>
<td><strong>Phase 3: Recovery</strong></td>
<td>Remote learning continues, gatherings of 10 or fewer people are permitted for any reason, all employees may return to work with DPH approved safety guidelines, accommodations should be considered for COVID-19-vulnerable employees, non-essential retail stores open for delivery and curbside pickup, University housing only available for students with extenuating circumstances, essential gatherings limited to 10 or fewer people, all non-essential gatherings of any size, most recreational areas closed, face coverings and social distancing measures are the norm.</td>
</tr>
<tr>
<td><strong>Phase 4: Revitalization</strong></td>
<td>Traditional in-person learning resumes, gatherings of 50 or fewer people are permitted for any reason, all employees may return to work with DPH approved safety guidelines, accommodations should be considered for COVID-19-vulnerable employees, outdoor recreation allowed, indoor recreation permitted with capacity limits and IDPH approved safety guidance, face coverings and social distancing measures are the norm.</td>
</tr>
<tr>
<td><strong>Phase 5: Illinois Restored</strong></td>
<td>All normal operations resume with new safety guidance and procedures. Conventions, festivals, and large events can take place. We will reach this phase when testing, tracing, and treatment are widely available throughout the state. At this stage, either a vaccine is developed or a treatment option is readily available.</td>
</tr>
</tbody>
</table>

### Department Name: Housing and Dining Services

<table>
<thead>
<tr>
<th>Activity/Process/Event</th>
<th>Phase 1</th>
<th>Phase 2</th>
<th>Phase 3</th>
<th>Phase 4</th>
<th>Phase 5</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cleaning protocols for kitchen/serving areas</strong></td>
<td>Staff will continue to clean their areas before, during and after their work period. Dining Centers are scheduled to shut down for 1 hr. in the afternoon to give time for a thorough cleaning of the dining room/serving lines/kitchen.</td>
<td>Staff will continue to clean their areas before, during and after their work period.</td>
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</tr>
<tr>
<td><strong>Checker station (POS terminals)</strong></td>
<td>POS regularly sanitize the workstation and their hands between handling cards and cash. Plexiglas shields will be installed at POS Stations.</td>
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</tr>
<tr>
<td><strong>Late night food service</strong></td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>Late night pizza to go only</td>
<td>Resume operations</td>
</tr>
<tr>
<td><strong>Feeding special groups</strong></td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>None</td>
<td>Resume operations</td>
</tr>
<tr>
<td><strong>Access to PPE (staff)</strong></td>
<td>Provide appropriate masks and gloves to mandatory workers</td>
<td>Provide appropriate masks and gloves to mandatory workers</td>
<td>Provide reusable mask and laundering them for staff members</td>
<td>Provide reusable mask and laundering them for staff members</td>
<td>Resume operations</td>
</tr>
</tbody>
</table>
| **Support of isolation/quarantined individuals** | Isolation meals provided - See Isolation Meals Procedures | Isolation meals provided - See Isolation Meals Procedures | Isolation meals provided - See Isolation Meals Procedures | Isolation meals provided - See Isolation Meals Procedures | Iso