

EXECUTIVE HOTELS AND RESORTS COVID 19 PROTOCOL

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- 1 The scientists have found that COVID 19 was detectable in aerosols for up to three hours, up to four hours on copper, up to 24 hours on cardboard and up to two to three days on plastic and stainless steel. Therefore, Guests will not be given a hotel room unless it has been cleaned and quarantined for 72 hours. If someone enters the room during the 72 hour quarantine period, the clock resets and the room must be quarantined for a further 72 hour period before a guest uses the room.
- 2 Hotels will provide heightened cleaning procedures (that kills Coronavirus) by disinfecting and sanitizing using industry-approved products and hospital-grade wipes and Spray, in each guest room including guest room keys and all other areas in the hotel including all items a guest might touch. Examples are doors and door handles, desks, and supplies at the front desk such as pens, key cards etc.
- 3 Hotels have increased the frequency of cleaning and disinfecting in public spaces, with a focus on the counter at the front desk, elevators and elevator buttons, door handles, public bathrooms.
- 4 In the spaces where employees work “behind the scenes,” hotels have increased the frequency of cleaning and focusing on high-touch areas like associate entrances, locker rooms, laundry rooms and staff offices.

Catering & Banquet Operation

1. All shared equipment and meeting amenities to be disinfected before and after each use, or be single use if not able to be disinfected
2. All linen, including underlays, to be replaced with fresh ones after each use
3. Clean and soiled linens to be transported in sealed single use plastic bags into and out of the meeting rooms
4. All self-serve buffet style events to be suspended until further notice. All food and beverage meals to be individually boxed and served. Modified menus to showcase styles of service and items will be available.
5. Coffee and other break items to be attended and served by a server who will follow Covid 19 sanitization process before every service.
6. Seating capacities and floor plans to be reviewed on an event by event basis to ensure appropriate physical distancing that BCCDC guidelines
7. Post signage outside of meeting and events reminding guests of appropriate physical distancing guidelines
8. Multiple entrance and exits including fire exits will be made available for use as per meeting needs to allow proper physical distancing while entering and exiting the hotel.
9. Groups larger than 50 guests will not be permitted pending approval from the local health authorities



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10. Individual bottled water will be provided in lieu of water carafes on meeting tables and water stations. This will be complimentary. One bottle water per person per day. More can be provided at an extra cost.
11. Disinfect conference room doors, tables, chairs light switch and other equipment after each group use
12. Site inspections and meetings will be done virtually and/or appropriately physically distanced