

## **PART 6: CATERING**

*This section is focused on catering. We respect that catering is a customized offering highly dependent on the budget of the show and the size of the crew and is also largely determined by union guidelines that might be specific to the production or geographic region. The guidelines outlined in this document are simply suggestions that have proved successful in some of the first productions executed since the COVID-19 outbreak.*

### **6.1 Should catering be offered?**

Yes. It is recommended that catering still be offered on all productions. The goal of this section is to offer general guidelines for delivering that catering in a safe and clean manner.

### **6.2 Does the length of the production day impact whether meals should or should not be served? If so, what's the cutoff mark?**

It is recommended that the length of the production should not matter. The same offerings as those prior to COVID-19 should be provided on productions. Also, all union rules should be referenced and abided by.

### **6.3 Can a buffet still be used?**

It is advised that all buffet-style service should be abolished.

Buffet-style setups are only encouraged when the caterer has sufficient staff and tools to accommodate touch-free food services. The food line must meet all COVID sanitary requirements, including appropriate sneeze guards around the food tables. An attendant must serve each person a meal in a to-go container. To maximize social distancing, the crew must stay 6 feet apart in the line, and in the dining room. Management should also stagger mealtimes by having two or three different sittings. It is a good idea to stage a hand sanitizer dispenser at the entrance and exit of the meal area.

### **6.4 How should meals be distributed?**

The industry is recommending that a location in the compound should be designated to enable crew members to eat in a safe and socially distant manner. High levels of traffic to this area should be reduced by specifying meal shifts for crew members.

A food-serving professional should serve meals in a box placed at an assigned seat. Crew members are requested to keep their masks on until sitting at the seat. At that point, the mask can be pulled down or removed for eating.

Crew members should be required to sanitize their hands prior to entering the designated eating area. It is recommended that a hand-sanitizing station be placed at the entrance to the area.

And it is recommended that the designated eating area be cleaned following each eating shift.

Boxed meals are encouraged during these COVID times. Work with the caterer and come up with the most efficient way to package the meals. They should label each box and be as specific as possible. It is helpful if all plasticware and condiments are included in the boxes. Once the boxed meals have arrived,

separate them, place them on the tables, and label each group of boxes accordingly. Post the daily menu at the entrance and above the food tables. Crew members should decide their meal selection before making the line.

### **6.5 Where should meals be ordered from?**

Where food is ordered from is truly a case-by-case circumstance. The production may choose to order from a local restaurant or catering service or, if the venue allows for it, use the food-service options within the venue.

What should be universal is that any food-service professionals and food-delivery arrival should clear through guidelines outlined in the Compound Entry section of this document.

If the venue does not provide in-house catering, then EZCaterer.com is recommended. When ordering from EZ Caterer, make sure to toggle on the “individually packaged” option. This will filter out any vendor that does not offer boxed meals. By now, most vendors on the website have experience in executing this efficiently. Once you have selected your restaurant and meals of choice, then they will provide you with regular updates and tracking for your order. Please instruct all food handlers to wear a mask at all times.

Uber Eats also offers food delivery for groups under 25 people. Start a group order with a business profile on Uber Eats and have everyone easily join a shared cart via a link. Get visibility into joint tracking and individually packed items for painless meal coordination. The Uber Eats Group Ordering function allows management to customize meal programs, set rules and policy controls, and simplify the corporate meal experience.

Onsite food trucks are another way to execute fresh meals. Make sure the vendor understands the needs and the size of your group. Please give them a clear timeline and an appropriate space to park the food truck. Recommend they prep the meals in an open-aired space. They must follow the same CDC guidelines as any caterer. Always make sure their staff is wearing masks and gloves.

### **6.6 What are the requirements of the catering company?**

It is recommended that any catering option have food-service certification. Any food-service professionals entering the compound to handle and deliver food should wear masks at all times.

### **6.7 How are meal choices determined?**

This is determined on a case-by-case basis and depends on the size of the crew and the budget for the show.

If possible, crew members may be offered a menu to choose from prior to arriving onsite or on the morning of each production day. Otherwise, a basic rotation of meal options will suffice. (Note: the needs of vegetarians, vegans, and those with specific food allergies should be respected.)

### **6.8 How should water be distributed? Will other drinks be offered?**

It is encouraged that sufficient hydration be provided for all crew members.

Water should be distributed in single-serving options. The best option is single-use bottles spaced out on a table. A single cooler where crew members help themselves to drinks is discouraged.

When appropriate, crew members may be encouraged to bring their own reusable water bottles. If they are asked to do so, a communal refrigerator and/or cooler is not recommended.

It is acceptable to allow crew members to bring their own drinks (sports drinks, soda, etc.) with them.

Management should provide reusable water bottles to the crew. Place five-gallon water dispensers throughout the compound, sets, and outside TV trucks. Hand sanitizer should be present at every water station. Please encourage crew members to travel with their preferred reusable water bottle.

### **6.9 Should coffee be offered?**

It is not currently recommended that coffee be provided.

However, if your production chooses to offer coffee, it should be distributed in single-serving cups filled by a single professional dedicated to pouring the drinks. A communal coffee machine, pot, or carafe where crew members help themselves is highly discouraged.

### **6.10 How will craft services occur?**

It is advised that the craft-services table be abolished.

If a craft-services table is necessary, every item offered should be in a single-serving package set out on the table. Items should not be placed in a bowl for crew members to dig through.

In lieu of the craft-services table, many broadcasters are choosing to give each crew member a curated snack box prior to the start of the production. Crew members are discouraged from sharing or trading the items in it.

### **6.11 Are crew members allowed to bring their own food and drink to the site?**

Yes. However, it is discouraged that communal coolers and/or refrigerators be used in the compound. Crew members may be allowed to bring a small cooler to keep with them at their workstation.

### **6.12 Addendum for reference**

Fox Sports Operations Guidelines Checklist - Food Service / Outside Orders  
[CLICK HERE TO DOWNLOAD](#)