

English	Chinese Simplified (Mandarin)
FACTSHEET	资料页
HOSPITALITY VENUES	餐饮场所
<p><b>From 12 noon on Friday 19 June, hospitality venues can have up to 100 customers seated in any indoor space and 100 customers seated in any outdoor space, or one person per 4 square metres, whichever is lesser.</b></p>	<p>从 6 月 19 日星期五中午 12 点开始，餐饮场所可在任何一个室内空间接待最多 100 名顾客就座用餐，并可在任何一个室外空间接待最多 100 名顾客就座用餐，或按每人 4 平方米空间计算，以人数更少者为 准。</p>
<p>Staff are excluded from both the patron limit and the one person per 4 square metre rule.</p>	<p>员工被排除在顾客人数上限和每人 4 平方米空间规定的适用范围之 外。</p>
<p>The back of house, kitchen preparation and service counter areas are not included in the calculation of the one person per 4 square metre to determine your maximum allowable number of seated customers.</p>	<p>按每人 4 平方米空间计算能容纳就座顾客的人数上限时，后场、厨房 备制区和服务柜台区不算在内。</p>
<p>The Risk Mitigation Guidance attached to the Public Health Directions provides that in a given occupied space, there be a density of no more than one person per 4 square metres of floor space (taking into account objects and items that may impact the total free space). This means that businesses need to consider items and objects that may impact space for seating patrons, such as permanent fixtures (for example pylons, countertops, benches and gaming machines).</p>	<p>公共卫生指令 ( Public Health Directions ) 中所附的降低风险指导意见 ( Risk Mitigation Guidance ) 规定在某个指定的占地空间内，人口密 度不得超过每 4 平方米使用面积一人 ( 需考虑可能影响到场所可用总 面积的物品 )。这意味着企业需要考虑那些可能影响到顾客就座空间 的物品，比如永久性装置 ( 比如门楼、台面、长凳和博彩机 )。</p>

<b>How to calculate the number of people allowed in your premises</b>	<b>如何计算您的场所能容纳人数的上限</b>
<ol style="list-style-type: none"> <li>1. Measure the length of available space for seated customers.</li> <li>2. Measure the width of available space for seated customers.</li> <li>3. Multiply the length by the width to calculate the area of your space in square metres.</li> <li>4. Divide the space (calculated in square metres) by four to calculate the maximum number of seated customers allowed (excluding staff).</li> <li>5. Consider items and objects that may impact the total free space of the premise such as pylons and countertops.</li> </ol>	<ol style="list-style-type: none"> <li>1. 测量可容纳顾客就座的空间的长度。</li> <li>2. 测量可容纳顾客就座的空间的宽度。</li> <li>3. 用长乘以宽算出空间的面积（按平方米计算）。</li> <li>4. 用面积（按平方米计算）数除以四，算出可容纳顾客就座的人数上限（员工除外）。</li> <li>5. 考虑可能会影响到场所可用总面积的物品，比如门楼和台面。</li> </ol>
<b>For example</b>	<b>举例说明</b>
10m wide x 18m long = 180 square metres Divide 180 by 4 = 45	10 米宽 x 18 米长 = 180 平方米，180 ÷ 4 = 45
Maximum people allowed: 45	可容纳顾客的人数上限：45
Always round down to the nearest whole number.	计算结果时始终截去小数部分，向下保留整数。
Remember to maintain physical distancing of 1.5 metres between tables and maintain good hand hygiene.	请记住保持每桌之间 1.5 米的肢体距离，并保持良好的手部卫生习惯。
<b>How to determine how many people can get takeaway</b>	<b>如何计算可购买外卖的人数上限</b>
<ol style="list-style-type: none"> <li>1. The number of people getting takeaway is unlimited as long as they can practise physical distancing safely.</li> <li>2. Make sure anyone picking up takeaway is physically distanced from other people, including patrons who are dining in.</li> <li>3. You may be able to have people wait outside on the footpath for a takeaway coffee or meal.</li> </ol>	<ol style="list-style-type: none"> <li>1. 只要能够安全地保持肢体距离，买外卖的人数不设上限。</li> <li>2. 确保取外卖的人跟其他人保持肢体距离，包括在店内堂食的顾客。</li> <li>3. 您或许可以让人在店外的人行道上等待取外卖咖啡或餐点。</li> </ol>

<p>4. Ask people to wait outside if there is not enough space inside your premises for them. That is, if you have reached your limit for customers.</p> <p>5. Consider floor markings to support queuing.</p>	<p>4. 如果您的店容纳的人数已经达到上限，在场所内没有足够空间的情况下，请要求顾客在店外等待。</p> <p>5. 请考虑在地上做出记号，帮助人们在排队时保持间距。</p>
<p><b>How to manage indoor and outdoor space</b></p>	<p><b>如何管理室内外空间</b></p>
<ul style="list-style-type: none"> <li>➤ Have a COVID Safety Plan.</li> <li>➤ Ask all patrons for their first name and phone number. If provided, record it along with the date and time they attended the venue. Details can be securely destroyed after 28 days.</li> <li>➤ Each indoor or outdoor space should have its own waitstaff if possible.</li> <li>➤ If possible, have separate restroom facilities for each dining area.</li> <li>➤ Manage bookings so patrons do not stay longer than two hours.</li> <li>➤ Increase cleaning of high touch areas and restroom facilities.</li> </ul>	<ul style="list-style-type: none"> <li>➤ 准备好 COVID 安全计划 ( COVID Safety Plan ) 。</li> <li>➤ 询问所有顾客的名字和电话号码。在对方提供后进行记录并记下顾客到场所的日期和时间。相关资料 28 天后可安全销毁。</li> <li>➤ 如有可能，给每个室内或室外空间指派专门的服务员。</li> <li>➤ 如有可能，给每个用餐区域安排单独分开的洗手间设施。</li> <li>➤ 对预订加以管理，不让顾客逗留超过两小时。</li> <li>➤ 增加对高频触摸区域和洗手间设施的清洁。</li> </ul>
<p>This information is correct as of 19 June 2020. For the latest advice on restrictions please check <a href="https://www.covid19.act.gov.au">covid19.act.gov.au</a> or call the COVID-19 helpline on (02) 6207 7244.</p>	<p>本信息截至 2020 年 6 月 19 日准确无误。欲了解限制措施的最新建议，请查看 <a href="https://www.covid19.act.gov.au">covid19.act.gov.au</a> 或拨打 COVID-19 求助热线：(02) 6207 7244。</p>
<p>The Business Resource Kit includes: guidelines for creating a COVID Safety Plan; posters for displaying in your business premises; fact sheets and case studies to provide up to date information and clear advice; and other useful resources. Find the kit at <a href="https://www.covid19.act.gov.au/resources">www.covid19.act.gov.au/resources</a></p>	<p>企业资源工具包 ( Business Resource Kit ) 内含：制定 COVID 安全计划的指导方针；供商业场所陈列的多张海报；用来提供最新信息和明确建议的资料页和案例研究；以及其他有用的资源。查找工具包请访问 <a href="https://www.covid19.act.gov.au/resources">www.covid19.act.gov.au/resources</a></p>

<p>Canberra Business Advice and Support Service: Business owners can receive up to four hours of free, tailored advice and access online business development resources. Call (02) 6297 3121.</p>	<p>堪培拉企业建议和支持服务 ( Canberra Business Advice and Support Service ) : 企业业主可获得最多 4 小时的免费定制建议 , 也可上网访问业务发展资源。请致电(02) 6297 3121。</p>
<p>Information in this factsheet is for illustrative purposes only and is not an accurate representation of any particular business.</p>	<p>本资料页所含信息仅供参考之用 , 不能准确体现某家企业的情况。</p>
<p>For updates, visit <a href="https://covid19.act.gov.au">covid19.act.gov.au</a></p>	<p>最新情况请访问 <a href="https://covid19.act.gov.au">covid19.act.gov.au</a></p>