



Updated 10/01/18

Pizzaiolo Employee Alcohol Use Policy

All Pizzaiolo employees are expected to follow and comply to the company policies regarding the handling of employee consumption of alcohol in our restaurants. These policies are designed to protect you, our customers, and the sustainability of our businesses. Breaking policy may result in disciplinary action up to and including termination or to the extent punishable by law.

On Duty

- Any staff member who is clocked in for work may not consume alcohol. In addition, alcohol may not be consumed before a shift or during a break. It is prohibited for any employee to consume any alcoholic beverages within four (4) hours prior to the start of their shift.
- Pizzaiolo Managers and certain designated Pizzaiolo employees of legal drinking age may consume limited samplings of alcohol in accordance with the applicable liquor laws, including but not limited to the following:
 - as assigned in training
 - as a “taste test” to ensure product quality
 - as a “taste test” in the event of a guest complaint
- There may be special designated events that are approved by the owners of the operation, where employees who are of legal drinking age are allowed to drink responsibly during business hours (e.g. wine tastings, company sponsored event, etc.).

Off-Duty

- An employee of legal drinking age may drink responsibly in any of the Pizzaiolo establishments when off duty; an employee is not allowed to consume alcoholic beverages anytime before his/her shift or during his or her break during a shift.
- Employee’s consuming alcoholic beverages on the premises must be completely out of uniform.
- Employees consuming alcoholic beverages must be twenty-one (21) and carry a valid ID just as a regular guest does and must produce it upon request.
- Employees may never sit at the bar or order directly at the bar in any of the Café Pizzaiolo locations. Any employee attempting to do so or any bartender or server allowing this practice will be subject to discipline up to and including termination of employment.
- All alcohol products that are ordered by a Pizzaiolo employee must be ordered through and served by the Manager on Duty or the owners of the business.
- Any employee attempting to or receiving any food or beverage items, including alcohol, for free or at a reduced price or by any form of deception or being served “mistakes” and/or “over pours” will be subject to discipline, up to and including termination of employment. This includes the employee assisting them with this theft.



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- Employees are expected to have a higher awareness for their own personal behavior when consuming alcohol in the work environment and may not become intoxicated. Any employee who is a guest in any one of our establishments and is in any way being disruptive in any fashion towards Management, other staff members or guests will be asked to leave immediately and will face disciplinary action, up to and including termination of employment.

General

- Alcoholic beverages may not be given complimentary to anyone. It is against Virginia ABC laws. If there is a delay with food or another service issue with a guest, giving an alcoholic drink is strictly prohibited.
- Any drinks served or made containing alcohol in which payment is not received; the check must be saved for the Unit Manager with an explanation. A printed check must always be presented for a drink or any food/beverage order.
- Alcohol, other than for cooking use, is strictly prohibited in the kitchen or other “employee only” areas.
- No employee may purchase or consume alcoholic beverages outside of business hours inside or on Café Pizzaiolo’s property under any circumstances.
- Employees or customers that appear intoxicated may not be served alcohol and may not remain on premise. Employees that appear intoxicated on premise may have their employment terminated.
- The owners of the company will need to approve any variation to any of the above policies. If you have any questions to the above policies, please see Larry or Christine Ponzi.

Non-Compliance

All company employees (salaried, hourly, full-time, part-time) must comply with this policy. All Managers and supervisors have the responsibility to enforce this policy and to report any violation or potential violation to their immediate supervisor or the owners. Abuse of this alcohol policy in any manner may result in the loss of alcohol privileges or more serious disciplinary action, up to and including termination of employment.