

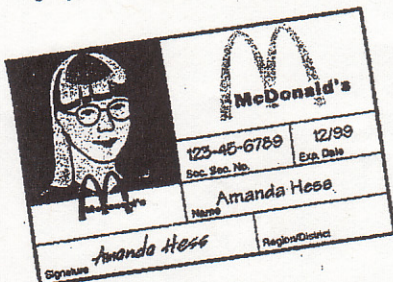
## Behind-the-counter regulations

During open hours, the entire area behind the front counter can be accessed only by on-duty employees and escorted visitors. All visitors must be escorted by a manager or a designated crew member. An escorted tour group (if allowed by your region or country) is a good example of people being allowed behind the counter during open hours. Make sure you lock or secure money before a tour begins.

Individuals who should not be admitted include the following:

- Off-duty employees
- Friends and relatives of employees
- Customers

All visitors, delivery people, and outside maintenance personnel must present identification at the front counter before entering the work area. This includes McDonald's Corporation staff employees, who should carry a company identification card. If a person indicates that he or she is a McDonald's employee, ask to see identification.



Always ask to see a company ID when someone states he or she is a McDonald's employee.

Clothing or business cards with the McDonald's logo are not acceptable forms of identification. If you have any doubt about a person's identity, call the appropriate restaurant or office before allowing the person in the grill or service areas.

## Dining room regulations

The following regulations must be adhered to in the dining room. You may post these regulations in a highly visible location.

- The dining room is for customers only.
- Customers should be seated in the dining room for the sole purpose of eating McDonald's food. Loitering is prohibited.
- Customers should keep feet on the floor, not on chairs or tables.

- Consuming and possessing alcoholic beverages is strictly prohibited, if alcoholic beverages are not part of the restaurant's menu.
- Consuming and possessing illegal drugs is strictly prohibited.
- Playing cards or games is prohibited, unless organized by McDonald's.
- Shouting or using abusive language is prohibited.
- Playing loud music is prohibited.

## Parking lot regulations

The following are standard regulations for McDonald's parking lots. You may post these regulations in a visible location.

- Parking is restricted to McDonald's customers only.
- Parking time is limited to 20 to 30 minutes while eating at McDonald's. (Signs must be posted to enforce this regulation).
- Vehicles left in parking lot for long periods will be towed at owner's expense.
- Customers should eat inside their vehicles or inside the dining room, unless patio tables are available.
- Loitering outside of vehicles is prohibited.
- Racing vehicles through the parking lot is prohibited.
- Consuming alcoholic beverages is strictly prohibited.
- Use of drugs is strictly prohibited.
- Washing or repairing vehicles in the parking lot is prohibited. (Exceptions include fund-raising car washes that have been pre-arranged with the manager.)
- Entrances, exits, or driveways must not be blocked with any vehicle.

## Search and personal information regulations

You must adhere to the following McDonald's regulation regarding strip searches and the disclosure of personal information.

### Strip search

*Under no circumstances should any member of McDonald's management or staff conduct a search of any employee or customer's person. No legitimate law enforcement agency would ever ask you to conduct such searches. If someone claiming to be a law enforcement official requests that a manager or employee conduct a strip search, or any search of another employee or customer, try to obtain the name and phone number of the caller and immediately call your local police department to report the incident. Contact your owner/operator or security manager about the incident as soon as possible.*