



Stay Safe Against the Coronavirus



MAINTAIN PHYSICAL DISTANCE
Even if you feel well, stay at home as much as possible. In public, keep at least 6-foot distance from others. Avoid unnecessary appointments.



PRACTICE GOOD HYGIENE
Wear a face mask or covering in public. Cover your cough and sneezes. Avoid touching your eyes, nose and mouth.



PROTECT LOUISIANANS AT RISK
Take special caution to avoid exposing the elderly and people with underlying health conditions. Stay home when sick.

Return to Revised Phase 2 – Events and Outdoor Event Venues

Event venues shall comply with these guidelines. Buildings used to function solely as another venue may comply with the applicable guidelines for the proposed venue. If multiple functions are proposed simultaneously, the stricter of the applicable guidelines shall apply.

*Refer to guidance provided for Shopping Malls and Retail Stores for guidelines applicable to retail venues.

*Refer to guidance provided for Restaurants, Cafes and Coffee Shops for guidelines applicable to food service facilities.

*Refer to guidance provided for Amusement Parks, Sports Parks, Water Parks, Fairs, Festivals, or Carnivals, or similar activities for use of these facilities.

*Refer to guidance provided for Sports and Activities and Racing Events for use of these facilities.

START DATE: November 25, 2020

UPDATED November 25, 2020

The Office of State Fire Marshal is providing you with this update in conjunction with the Office of the Governor and the Louisiana Department of Health to keep you up to date with additional information and/or changes as it becomes available during our battle with COVID-19. These notifications are issued automatically and immediately to those who sign up through “OpenSafely” (<https://opensafely.la.gov/>).

Every attempt is being made to highlight critical changes that have occurred since the previously published notification for your convenience. However, please read through this entire document in context as these changes do not stand on their own and all of the additional general information and clarifications made may not be highlighted.

Preface:

This phasing plan applies to those non-essential businesses that have been affected during the COVID-19 stay-at-home order. Essential (critical) infrastructure businesses are not further restricted by these new guidelines and may continue to operate under the current guidelines that are applicable to the specific business. Refer to: https://gov.louisiana.gov/assets/docs/covid/Essential-Infrastructure_fact-sheet.pdf for specific information regarding critical infrastructure businesses.

COVID-19 is a highly contagious and deadly disease. The fundamental concept of this phased opening plan is to slowly open businesses at reduced occupant capacities that will allow for social distancing and circulation to keep employees and patrons safe. Everyone’s cooperation is critical to the success towards defeating this disease and revitalizing our economy.

The virus spreads primarily through person-to-person contact, from droplets that are formed by coughing, sneezing or other projections, or by touching infected surfaces and then touching one’s eyes, nose or mouth. Individuals can carry the virus and be contagious for up to 14 days prior to having any symptoms. The guidelines outlined below for social distancing, face coverings and sanitation are proven methods of mitigating these modes of transmission. **THE MOST IMPORTANT FACT** to remember is that COVID-19 is still prevalent across the state. We must all continue to do our part to help slow the spread, protect the most vulnerable and continue to remain vigilant until a cure or vaccine is widely available to provide general immunity.

Every individual in Louisiana shall wear a face covering over the nose and mouth when inside a commercial establishment or other building or space open to the public, whether indoor or outdoor. Refer to guidance provided for the Face Covering Order for specific information regarding Proclamation Number 168 JBE 2020.

Below are a few additional public health recommendations to help businesses comply:

- See the Face Covering Guidance section below for a link to instruction on the proper use of face coverings.
- See the Referenced Documents section below for LDH’s downloadable “thank you for wearing a mask” poster options 1 and 2 for business storefronts;
- Screen customers for symptoms before entry;
- Move to reservation systems to discourage congregating in groups while waiting for service;
- Adopt sick leave policies that reduce the disincentive for employees to try to come to work sick; and
- Allow employees in high-risk groups or who directly live with/care for a high-risk individual to work in areas without direct public contact.

Guidance:

Event centers and outdoor event venues must adhere to moderate mitigation standards and social distancing measures to prevent the spread of COVID-19. Six feet of separation from other individuals not within the same household is recommended. Measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced. **Individuals 65 years or older, people of all ages with poor control of medical issues like high blood pressure, heart disease, obesity, or a weakened immune system are at a higher risk for getting very sick or dying from COVID-19 and should strictly adhere to all CDC guidelines, and are encouraged to stay at home as much as possible.** The specific requirements and guidelines for this service industry during this phase are listed below. These requirements and guidelines supplement and do not replace any directives or guidance provided by other state agencies, boards and commissions, or other authorities having jurisdiction. Where conflicts occur, the stricter of the requirements will apply.

Limitations:

- Only events controlled by invitations, ticket sales, or by reservations are included in this phase.
- Events having a central speaker or with a central stage shall have assigned seating.
- Where food service is provided, follow the guidance provided for Restaurants, Cafes, and Coffee Shops. If provided, BUFFETS SHALL NOT ALLOW FOR SELF SERVICE. Employees may serve customers from a buffet with the following limitations:
 - One employee shall be assigned to no more than 5 food items.
 - One employee shall be provided for every 25 customers served.
- INDOOR LIVE ENTERTAINMENT, WHICH INCLUDES BUT IS NOT LIMITED TO SINGING, WIND BLOWN INSTRUMENTS, AND KARAOKE, IS NOT ALLOWED AT THIS TIME.
 - String and percussion instruments without singing and with social distancing between band members and audience is permitted.
 - This limitation does not apply to disc jockeys or music played via speaker system.
- Service and sales of alcoholic beverages for on-premises consumption shall only occur within the hours of 8:00 AM and 11:00 PM.
 - **See: <https://atc.louisiana.gov/> for updated notices from ATC regarding detailed operating guidance and information on additional permitting.**
- Dancing is not authorized in this phase.
- **Seating areas shall be provided for all proposed attendees in an arrangement that provides for social distancing as outlined below. Patrons shall remain seated and socially distanced as outlined below and shall not congregate in groups outside of immediate household members.**

Occupant Capacities, Social Distancing and Safety Rules:

- The capacity for any event shall be subject to the following during Revised Phase 2:
 - Indoor events shall be limited to a maximum of **75** persons, a maximum of 25% of the established capacity, and to 1 person per 60 square feet of net useable floor area, whichever is less.

- Outdoor events shall be limited to no more than **150** persons in any single outdoor space where individuals who are not immediate household members are unable to maintain strict social distancing of six feet between others.
 - Fixed seating shall be reduced to 25% of normal capacity or to **75** seats indoors, or 150 seats outdoors, whichever is less.
 - Table seating shall follow the **Option 3** seating arrangements outlined in the guidance provided for Restaurants, Cafes, and Coffee Shops.
 - The floor area used for exhibit booths shall be excluded from the net useable floor area for occupant capacity calculation.
 - The maximum capacity includes both attendees and staff.
- Facilities may host multiple events only if separate egress and restroom facilities are provided for each event and are not shared with other event attendees.
 - Seating shall be provided for all patrons and shall be accomplished so that a minimum of 6 feet of distance between individuals and small household groups is maintained.
 - Seating should not be allowed within 6 feet of aisles or above pedestrian entrance and exits (vomitoriums).
 - Make arrangements to allow for the minimum of 6 feet distance between unrelated persons.
 - Group seating shall not exceed 15 people and should be limited to persons who are members of the same household.
 - Do not allow physical contact between staff and attendees.
 - Eliminate gatherings in the areas while entering, exiting, or moving about.

Checklist for Management:

- Strongly encouraged to assess customers for signs and symptoms of COVID-19, including fever and respiratory symptoms.
- A minimum of one crowd manager shall be provided for every 50 attendees. Crowd managers shall be properly trained to control social distancing, enforce mask wearing, and in evacuation procedures.
- Actively enforce the capacity, masking and social distancing requirements and manage the attendees' movements.
- Ensure the exterior waiting areas are not blocked.
- Lines must be managed to maintain 6 feet distance between parties standing in line.
- Maintain social distancing requirements explained in this document.
- EPA recommends that building owners and managers take proactive steps to protect public health by minimizing water stagnation during closures and taking action to address building water quality

prior to reopening: <https://www.epa.gov/coronavirus/information-maintaining-or-restoring-water-quality-buildings-low-or-no-use>

Checklist for All Staff:

- Check for fever or respiratory symptoms daily.
- Keep at least 6 feet from other employees and visitors.
- Wear face coverings.
- Frequent handwashing is the most important hand hygiene that can be done to stop the spread of COVID-19. Gloves are recommended when touching products, goods, money and credit cards, but are otherwise not recommended for tasks that do not normally require gloves. If gloves are worn:
 - Hands should be washed before putting gloves on and after removing gloves.
 - Gloves should be changed often, changed between tasks, changed when they are obviously soiled, and changed after each interaction with a new individual.
- If gloves are not available, use hand sanitizer between each task and after client interaction.
- Clean and sanitize items you touch often.
- Clean and sanitize surfaces that customers touch often, like gate handles, handrails, chairs, etc. Current evidence suggests that SARS-CoV-2 may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty surfaces, as well as high-touch surfaces, followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in community settings. Follow the CDC guidance for proper cleaning and disinfecting. <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
- Clean and disinfect the restrooms regularly.
- Do not touch the guests, spectators, players, etc.**

Face Covering Guidance:

Refer to Louisiana Department of Health guidance here:

<http://ldh.la.gov/assets/oph/Coronavirus/resources/CDC-DIY-cloth-face-covering-instructions.pdf>

Steps for Cleaning Areas and Other Items:

1. First, clean the area or item with soap and water or another detergent if it is dirty.
2. Then, use disinfectant.
 - If possible, use [EPA-registered household disinfectant](#).
 - Follow the instructions on the label to ensure safe and effective use of the product.

Many products recommend:

- Keeping surfaces wet for a period of time (see product label).
- Precautions such as wearing gloves and making sure you have good ventilation during use of the product.

Diluted household bleach solutions may also be used if appropriate for the surface.

- Check the label to see if your bleach is intended for disinfection and ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening, may not be suitable for disinfection.
- Unexpired household bleach will be effective against coronaviruses when properly diluted.
- Follow manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser.
- Leave the solution on the surface for at least 1 minute.

To make a bleach solution, mix:

- 5 tablespoons (1/3rd cup) of bleach per gallon of water; or
- 4 teaspoons of bleach per quart of water.

Alcohol solutions with at least 70% alcohol may also be used.

The CDC offers this additional guidance for cleaning: <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>

Referenced Documents:

- ❑ Essential (Critical Infrastructure) Services remain operational with guidelines in place. See: [https://gov.louisiana.gov/assets/docs/covid/Essential-Infrastructure fact-sheet.pdf](https://gov.louisiana.gov/assets/docs/covid/Essential-Infrastructure%20fact-sheet.pdf)
- ❑ Face mask sign option 1: <http://ldh.la.gov/assets/oph/Coronavirus/resources/Face-Mask-Sign-Option-1.pdf>
- ❑ Face mask sign option 2: <http://ldh.la.gov/assets/oph/Coronavirus/resources/Face-Mask-Sign-Option-2.pdf>

Signage Samples:

COVID-19 DAILY SELF CHECKLIST

Review this COVID-19 Daily Self Checklist before entering this establishment.

HAVE YOU EXPERIENCED ANY OF THE FOLLOWING SYMPTOMS?

- Fever (temperature over 100.4°F) without having taken any fever reducing medications
- Loss of smell or taste
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Congestion or runny nose
- Nausea/vomiting, diarrhea, loss of appetite
- Asked to self-isolate or quarantine by a medical professional or by a local public health official

SYMPTOMS MAY APPEAR 2-14 DAYS AFTER EXPOSURE TO THE VIRUS.

If you answered yes to any of the above symptoms in the checklist, please do not enter this establishment and seek medical advice immediately.

For more information, please visit: <http://ldh.la.gov/coronaviurs> or <http://cdc.gov>.



THANK YOU FOR WEARING A MASK.

Wearing a mask or face covering can help stop the spread of the coronavirus. Thank you for doing your part to keep our staff and customers safe.



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