



Tulsa Mayfest 2021 Safety Plan March 4, 2021

- **Staying Home when Appropriate**
 - Educate vendors, staff, volunteers and attendees about when they should stay home. Advise employees and attendees to stay home if they have had a close contact with a person who has symptoms of COVID-19 within the past 14 days, tested positive for COVID-19 or are showing COVID-19 symptoms. All roles and responsibilities will be designed with sufficient overlap and cross-training as to accommodate the loss of multiple staff or volunteers in a single area. In addition, all volunteers work shift schedules, with the majority working a single 4-hour shifts, so an individual who cannot work has limited overall impact on the event. They may not return due to the 3-day nature of the event.

- **Personnel well-checks.**
 - Staff and volunteers be asked health screening questions prior to the start of their shift. All questions, screenings and precautions will be done in a way to accommodate individuals of all known disabilities. Staff and volunteers will not be allowed to work if they have a fever, are ill or otherwise positive for Covid-19.

- **Hand Hygiene and Respiratory Etiquette**
 - Require frequent vendor/staff/volunteer handwashing with soap and water for at least 20 seconds and monitor to ensure adherence.
 - If soap and water are not readily available, vendor/staff/volunteers can use hand sanitizer stations that contain at least 60% alcohol and rub their hands until dry.
 - Encourage attendees to wash hands often and cover coughs and sneezes.

 - Where possible, all Staff and Volunteers will be positioned to work from the opposite side of tables or counters from the public, placing them 6 feet away from attendees and space appropriately to work 6 feet away from other staff and volunteers.

- **Masks**
 - Require the use of masks among vendor/staff/volunteers.
 - Advise staff that masks are not required for children 5 and under.

- Encourage attendees ahead of the event to bring and use masks at the event. Provide masks for attendees who come to the event without one.
- **Signs and Messages**
 - Post signs in highly visible locations (e.g., at barriers, on portable restrooms) that promote everyday protective measures and describe how to stop the spread of germs by properly washing hands, watching their distance and properly wearing a mask.
 - Broadcast regular announcements on reducing the spread of COVID-19 from stages between acts.
 - Include messages about behaviors that prevent spread of COVID-19 when communicating with staff, vendors, and attendees (such as on the event website and through event social media accounts).
 - Ensure all communication is developmentally appropriate and accessible for all guests including different languages and those with disabilities.
- **Cleaning and Disinfection**
 - Train staff on all safety protocols including cleaning procedures to ensure safe and correct application of disinfectants. Clean and disinfect frequently touched surfaces within the venue at least daily – for example, door handles, grab bars, hand railings, and cash registers.
 - Use disposable gloves when removing garbage bags or handling and disposing of trash.
 - After using disposable gloves, throw them out in a lined trash can.
 - Do not disinfect or reuse the gloves.
 - Wash/sanitize hands after removing gloves.
- **Restrooms**
 - Discourage lines or crowds from forming near the restrooms without maintaining a distance of at least 6 feet from other people. Post signs or markers to help attendees maintain the appropriate social distance of at least 6 feet.
 - Clean and disinfect restrooms daily or more often, if possible, with EPA-approved disinfectants against COVID-19.
 - Provide portable handwashing stations and hand sanitizer stations and ensure that they remain stocked throughout the duration of the event. If possible, provide hand sanitizer stations that are touch-free.
- **Site Layouts**
 - Use directional flow signage and markers to encourage same-direction movement of traffic.

- Discourage lines or queues if possible or encourage people to stay at least 6 feet apart by providing signs or other visual cues such as tape or chalk marks.
- Prioritize outdoor activities where social distancing can be maintained as much as possible
- **Physical Barriers and Guides**
 - Provide physical guides, such as tape on floors or sidewalks and signs on walls, to encourage individuals to remain at least 6 feet apart in lines and at other times (e.g., guides for creating one-way routes).
 - Provide signage and messaging encouraging attendees to sit/congregate with their party only.
 - Install physical barriers, such as sneeze guards and partitions, in areas where it is difficult for individuals to remain at least 6 feet apart.
- **Food Service**
 - There is no evidence that COVID-19 is spread by food. However, people congregating around food service areas can pose a risk.
 - Encourage use of touchless payment options as much as possible, if available.
 - Mayfest-run beverage stations will feature separate order and collection points to minimize contact and speed transactions. Food providers will be encouraged to do the same.
 - Clean and disinfect frequently touched surfaces such as pens, counters, or hard surfaces between use and encourage patrons to use their own pens.
 - Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that individuals remain at least 6 feet apart when waiting in line to order or pick up.
- **Require food vendors to:**
 - Use single-use, disposable food service items including utensils and dishes.
 - Wash hands after removing their gloves or after directly handling used food service items.
 - Eliminate shared-use condiment stations
 - Regularly clean any surfaces that are contacted by attendees such as service counters.
- **Shared Objects**
 - Ensure adequate supplies to minimize sharing of high-touch materials to the extent possible; otherwise, limit use of supplies and equipment to one group of staff members or attendees at a time, and clean and disinfect them between use.

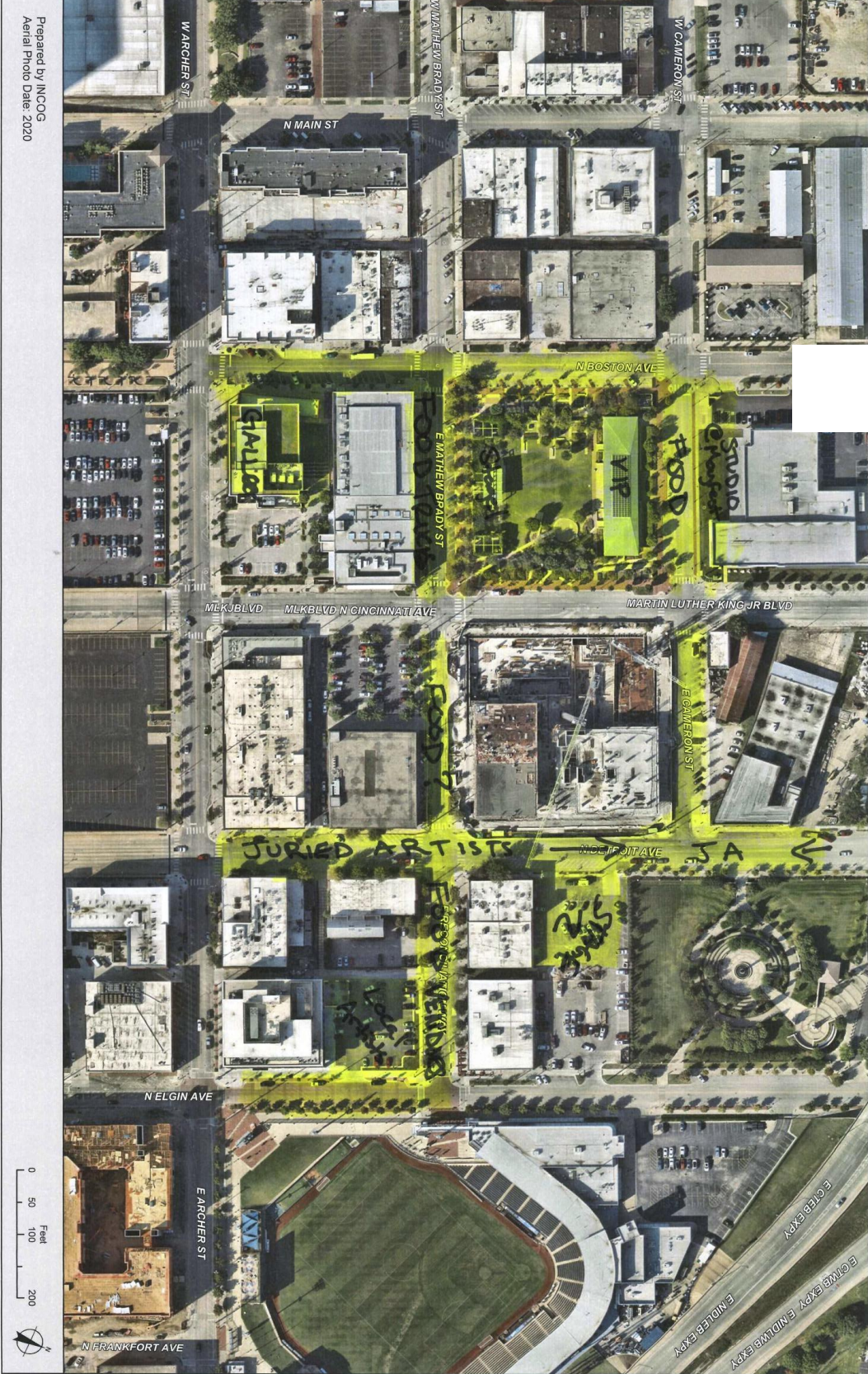
- **Air Circulation**

- Mayfest is an outdoor event, so air circulation modifications are not required. Any indoor facilities that may need to be utilized for volunteers, staff or guests will be limited-attendance and well-circulated.

- **Preparing for a sick employee/volunteer/vendor**

- Support employees, volunteers and vendors as appropriate with challenges related to COVID-19
- Immediately send employee/volunteer/vendor home if exhibiting symptoms of COVID-19. Disinfect area 24 hours later.
- If calling an ambulance, alert them that the person may have COVID-19.
- Notify individuals of closures or restrictions put in place due to COVID-19 exposure while maintaining employee/volunteer/vendor confidentiality.
- Advise those who had close contact with a person diagnosed with COVID-19 to stay home and self-monitor.

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Prepared by INCOG
Aerial Photo Date: 2020