

## **HILL AFB COVID-19 EVENT PRECAUTIONS CHECKLIST**

The following mitigation measures outline recommendations to help guide event organizers in lowering the COVID-19 transmission risk among attendees at their event. Event organizers should also get up-to-date information on COVID-19 from local public health officials and/or the CDC at the following website:

(<https://covid.cdc.gov/covid-data-tracker/#county-view>).

When in doubt, contact the Hill AFB Joint Operations Center at 777-7934 for additional guidance.

### **COVID-19 Mitigation Measures Required for Event Planning:**

- Individuals who are sick or become sick during the event should go home.
- Mandatory face covering use indoors (when not actively eating).
- Encourage good hand hygiene. Wash hands often with soap and water (or use hand sanitizer) for at least 20 seconds after going to the bathroom, before eating, and after sneezing or coughing. Provide hand sanitizer easily available at the event.
- Frequent disinfection of commonly touched surface areas throughout the event (ie, microphone handle, podium, tables, etc).

### **Other Mitigation Measures to Consider:**

- Physically distance from others when possible.
- Provide single-use items for use during the event if many people will use them.
- Attendee roster to help identify and contact potential exposures.
- Contact Public Health at 777-4560 regarding food handler education.