Phase Two Reopening Guidance FAQs
Venue and Event Operators (Updated 6-12-2020)

Operations

**Q1:** Parties/groups are limited to ten people. Is this the event maximum within the venue, or is that how many people can be in one group together?

A1: Venues may host multiple parties/groups. There can only be up to 10 people in one party or group within a venue. Venue and event operators are not allowed to combine multiple parties or groups to make a group of 10. Parties of more than 10 people are prohibited. The maximum capacity for a venue is 250 people or the number of people, including staff, based on a determination of capacity (square footage/occupancy), whichever number is smaller. For more information please review the gatherings and venue guidance.

**Q2:** Does the venue guidance apply to conference rooms?

A2: Any room within a venue is subject to the gatherings and venue guidance.

**Q3:** Will there be signs available for posting so that there is consistency?

A3: Yes. OHA provides signs that cover the following: COVID-19 symptoms, directing employees and attendees/participants with symptoms to stay or return home, and listing who to contact if they need assistance. The signs can be found at: Signs.

**Q4:** Is there funding available to assist with acquiring online ticketing or reservation systems?

A4: No. There currently is not funding available to assist with acquiring online ticketing or reservation systems.

**Q5:** Is the venue guidance for public events only? What guidance will apply for private parties?

A5: Venue guidance is for both public and private events. This guidance applies to venues and event operators who host or facilitate indoor or outdoor events, including social, recreational, cultural, civic, and faith-based events.
Q6: Many venues do not have their own outdoor restrooms. Are port-a-potties acceptable restrooms? Can a venue designate a set of restrooms specific to that outdoor space user?

A6: Yes. Venues may use port-a-potties. Venue operators must assign at least one sanitation attendant whose sole duty is to clean restrooms hourly during the event, and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol content hand sanitizer) during all events. This includes cleaning of port-a-potties.

Q7: Do venue operators have to screen attendees as they enter venues to see if they have symptoms of COVID-19 before entering?

A7: No. Venue operators are not required to screen attendees or participants. However, operators are required to post signs that clearly list COVID-19 symptoms, direct employees and attendees/participants with symptoms to stay or return home, and list who to contact if they need assistance.

Q8: Is there a specific recommendation for HVAC improvements? Is there financial support for making upgrading HVAC systems if the cost of doing so is prohibitive for a small business?

A8: No. OHA does not have recommendations for HVAC system upgrades and does not require them. Venue operators are required to ensure that ventilation systems operate properly. Operators must increase air circulation as much as possible, by opening windows and doors, using fans, or using other methods. Operators must not open windows and doors if doing so poses a safety risk to employees or attendees/participants.

Q9: Are movie theaters allowed to open in Phase II?

A9: Yes. Movie theaters are considered venues and may reopen during Phase 2 following Guidance for Venue and Event Operators.

Q10: How do we determine if the Venue and Event Operators guidance applies instead of the Indoor and Outdoor Entertainment Facilities guidance?

A10: Many sectors of businesses may fall into more than one sector, in which case compliance with more than one guidance document may be required. To understand which guidance document(s) best fit(s) your sector or business, please refer to the Reopening Guidance Tool.
Q11: What information is needed for contact tracers from Venue and Event Operators?

A11: For any event, public health asks that event organizers/operators document the following:

- Name, date, time and location of the event
- For the attendee:
  - First and last name
  - Home address
  - Phone number
  - Seat number or seating area if known

This information must be kept on hand for 60 days after each event.

Q12: Who will have access to the contact information that needs to be maintained of attendees for public and private events, and how will this information be used for contact tracing?

A12: If there is a positive COVID-19 case associated with an event at a venue, state or local public health may need the event organizer/operator to provide contact information for a contact tracing investigation. The contact information will only be shared with state or local public health departments to call people who may have been exposed to someone who has tested positive for COVID-19 to provide guidance and support. The contact tracers will follow applicable privacy/confidentiality requirements and current investigative guidelines. The contact information obtained by the public health agencies is confidential under state law and can only be disclosed in limited circumstances. Contact tracing is the only reason state or local public health will ask for or use the information. The event organizer/operator may destroy the information after 60 days from the event.

Q14: Who is responsible for enforcing Phase 2 Guidelines with regard to Venues?

A14: All complaints related to the reopening should be submitted to Oregon Occupational Safety and Health (Oregon OSHA). Oregon OSHA is coordinating with state agencies and the Governor’s Office to follow up on enforcement of complaints.

Q15: How are “parties” defined in the Venue and Event Operators guidance?

A15: Parties are groups of 10 or fewer people who have chosen to congregate together.
**Distancing and Occupancy**

**Q1:** For facilities that adequately separate spaces throughout the entire grounds, can each space hold up to the maximum number of people while adhering to the other guidance requirements (i.e., separate entry/exits and bathrooms, sanitizer and wash sinks)?

**A1:** The maximum occupancy provisions can be applied to each separate facility/activity, within the venue if:

- the venue can separate its facilities and activities where attendees at the separate facilities and activities have no contact,
- there are separate entrances and exits, **and**
- there are separate bathrooms.

**Q2:** What is the recommended distance that patron tables can be set back from the performance area? Would that be different for indoor vs. outdoor? Does there need to be a barrier between a singer and the audience?

**A2:** Patron tables and seating must be set back at least 12 feet from the performers and speakers, whether indoor or outdoor. A barrier is not required but could provide additional protection and reassurance, especially for singers and speakers who may be projecting and using their voice for long periods.

**Q3:** Can you distinguish between the limits on “gatherings” and the occupancy limits for restaurants?

**A3:** Restaurants that have live music should follow the guidance for venues and the restaurant guidance. Under Phase 2, a restaurant/venue could have up to 250 people or the number of people, including staff, based on a determination of capacity (square footage/occupancy as specified below), whichever is less. Maximum occupancy should be determined for each indoor and outdoor area that allows at least six (6) feet of physical distance between parties.

**Cleaning and Disinfection**

**Q1:** How many handwashing or hand sanitizer stations are required? Is it based on the number of people? Where do they need to be placed?

**A1:** There is not a specific number required, but handwashing and/or sanitizing stations should be easily accessible to everyone throughout the duration of the event. Venue operators must provide hand washing stations or hand sanitizer (60-95% alcohol content) throughout the facility for employees and attendees/participants to use. To the extent possible, venue operators should also provide hand sanitizer (60-95% alcohol content) at entrances.
Q2: How do I know if I am cleaning and disinfecting thoroughly?

A2: Specific information on how to clean and disinfect surfaces is available on the CDC website at this [link](https://www.cdc.gov).

Q3: Is it better to replace air-blowing hand dryers with paper towels?

A3: There is no definitive data as to whether air-blowing hand dryers spread the novel coronavirus. However, from a hygiene standpoint, paper towels are thought to be superior to hand dryers. As such, where possible, we recommend the use of paper towels as opposed to air-blowing hand dryers.

**Faith-based Venues**

Q1: What is appropriate guidance on effective seating strategies, spacing, handshaking, physical distancing specifically tailored for the needs of faith gatherings?

A1: Except within a household, handshaking, hugs and other physical contact is not recommended for any gathering. The best way to protect against spread of COVID-19 is to maintain physical distancing from members outside your household. We understand this is very challenging in communities where physical contact and greetings are a part of the culture.

For seating, strategies to support distancing may include removing chairs to increase spacing between household groups. For buildings with fixed seating arrangements such as pews, blocking off every other row or using tape to distinguish proper physical distancing is also an effective strategy.

Q2: Should any special precautions be taken for singing or music portions of our services?

A2: Singing in a choir has been associated with extensive spread of COVID-19, likely because vigorous singing is more likely to result in the expulsion of potentially infectious droplets from the throat. The playing of brass or woodwind instruments may pose similar risks.

- Consider canceling choir and band performances.
- If music is performed:
  - Musicians should bring their own instruments and disinfect them after each use.
  - Ensure at least six (6) feet of physical distance between all musicians.
  - Refrain from using shared microphones whenever possible. Disinfect microphones after each use.
Q3: Are their recommendations for how to safely partake in communion elements?

A3: If communion is served, the person preparing communion prior to the service should wash their hands with soap and warm water for at least 20 seconds immediately before starting preparation.

- Consider having communion ministers wear non-medical face coverings while distributing communion. All ministers of communion should wash their hands with soap and water or use hand sanitizer after masking and immediately before distributing communion.
- Ministers should try to avoid touching communicants’ hands while distributing communion.
- Use of a common communion cup is not recommended. If distributing communion from the cup cannot be omitted, consider distributing it in separate cups from a platter, spaced so that communicants can select a cup without touching the others.
- Communicants should be advised to maintain at least six (6) feet of distance between themselves and others. Consider marking relevant areas on the floor to facilitate this practice.

Q4: Is there guidance on how buildings should be sanitized before and after events?

A4: Please refer to our general cleaning recommendation guidance here.

Q5: For faith communities that have security personnel, will security be required to screen people for illness when services re-open? If so, who will be providing that training?

A5: Faith communities are not required to do screening. However, signage is required reminding people to stay home if they have been ill with COVID-related symptoms and/or if they are considered a part of a population that has been identified as particularly vulnerable to the COVID-19 virus.

Q6: If services open back up, and vulnerable members (over 65 years old, underlying conditions, etc.) refuse to stay away, what should we do?

A6: Encourage older adults and individuals who are considered more vulnerable to COVID-19 to stay home to participate in services, if possible. Consider recommending that older and more vulnerable members utilize internet streaming services or video chats from home if they have access to these services. If individuals do come to services, strongly encourage them to wear face coverings and ensure physical distancing is maintained at all times.
Q7: Will there be/is there ongoing guidance for major life events (weddings, funerals, births, coming of age ceremonies, etc.) during the reopening plan?

A7: Each faith tradition has unique practices for major life events. While we are not able to provide detailed guidance for all of them, we would encourage the same principles shared for other settings which include physical distancing, vigorous hand washing and use of face coverings, when appropriate.

Q8: Where can we find guidance for children’s gatherings, children’s classes during services, summer camps, etc.?

A8: Please use the Guidance for School Aged Summertime Day Camps.

Children’s classes or other programs that may be considered child care must follow the Child Care guidance only if they are approved to operate as Emergency Child Care.

Q9: A “sacred space” is a sacred area set apart for a specific religious purpose, such as alters and temples. For communities where “sacred space” is important, what are the guidelines for allowing someone into that space for specific purposes? While gatherings may be out, what about more individual-based practices in communal spaces?

A9: We understand that each faith tradition is unique with many nuanced practices, rituals and ceremonies that don’t easily fit within the formal guidance provided. For these instances, we ask that you encourage physical distancing, thorough hand washing practices, regular cleaning of high touch surfaces, and use of face coverings when appropriate. For more information on handwashing, face coverings and cleaning practices, please visit our website here.

For individuals with disabilities or individuals who speak a language other than English, OHA can provide documents in alternate formats such as other languages, large print, braille or a format you prefer. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsoha.state.or.us.