

CONTINGENCY PLANNING FOR RESTRICTED FAIR OPENING
A Self-Assessment Scenario

The purpose of this scenario is to develop thinking and strategy. **Would** your fair; **could** your fair operate under restrictions? What modifications and changes might be necessary and how would you prepare to deal with them?

The assumptions in this document for contingency planning are purely hypothetical. As of this date no mass gatherings have been allowed to go forward and the decision to do so will largely fall to local government and public health authorities, although in some instances it will come from the state or province. No criteria have been set forth for events to go forward with limited numbers and/or suggested protocols.

KEY QUESTIONS:

Are you in communication with the authority (state or local) which will give the approval for any gathering?

Have you discussed the situation with your general liability insurance provider and are you in agreement that if allowed to go forward in some manner you have the proper coverage?

What if the fair opens but is then required to close at some point?

What are risks of public perception being negative and dissent ensuing should you proceed?

The following is a list of potential restrictions and/or activities that might be necessary. This is by no means a comprehensive list of considerations, nor have the questions come from any health authority. Every bullet item is a “What if” scenario. For each, you should ask:

Would we do this? Can we do this?

ALL OPERATIONS AND PROGRAMMING AREAS

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

*There is a total capacity limit of the number of people on the grounds at any one time

Does the fair have controlled ingress/egress points and perimeter fencing?

*Fair staff and volunteers must wear face covering

What if required to have more than one covering per shift?

Will you provide or require each person to have their own?

If fair provides, can you procure sufficient quantity as well as afford them?

Who is responsible for cleaning them?

All Operations and Programming Areas, continued

- *Fair staff and volunteers involved in most activities must wear gloves
 - Can sufficient quantity be secured in time for the fair?
 - If they can be procured, can you afford them?
- *Fair staff and volunteers must have temperature checked daily upon arrival for shift and logs must be maintained
 - Can sufficient quantity of no-touch thermometers be secured in time for the fair?
 - If they can be procured, can you afford them?
- *Fair staff and volunteers be tested for COVID-19 before the fair begins
 - What length of time is necessary?
 - Are testing kits and processing available?
- *Any fair staff and volunteers considered in the at-risk category (i.e. 65 years+) are discouraged from working at the fair
- *Common surfaces must be cleaned and disinfected with frequency as recommended by CDC or mandated by governing authority (Common surfaces include tables, counter, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, ATMs, etc.)
- *Some areas of activities might require more frequent cleaning/disinfecting (i.e. bleacher seating areas, food courts, etc.)
- *Additional handwashing stations and/or hand sanitizer locations may be required
 - Can sufficient quantity of both stations/stands and product be secured in time for the fair?
 - If they can be procured, can you afford them?
- *Staffing necessary to monitor programming areas within grounds (i.e. grandstand, show arena, commercial exhibits building) to prohibit more people within than a stated capacity that will allow social distancing
- *Anywhere there is a potential for people to stand in line, queue lines must be set up to control distancing, and must either be a straight line or an “L” (no serpentine). Some examples:
 - Ticket purchase Security (bag check, etc.)
 - Restrooms Carnival rides
 - Food stands Merchandise sales by concert artists
 - Grandstand Entry
- *Customers expect increased availability of contactless transactions – from payment to handling of coupons and tickets, applying hand stamps or wristbands, etc.

ENTERTAINMENT & ATTRACTIONS

- Have tickets been sold to concerts and shows?
 - Are tickets reserved seating, general admission, standing room or a mix?
 - Do you have assurance the act will be traveling and willing to perform?
 - What are your refund policies in event of cancellation?
 - What are your refund policies in event of restricted capacity?

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

- *Seating or standing capacity restricted in order to maintain distancing (i.e. seating taped off/blocked so that only every third seat on every other row can be utilized)
- *Elimination of artist meet & greet
- *Elimination of audience participation
- *Will group acts (i.e. dance, choir, band) be required to perform with distance between participants?
- *Will roving entertainers be able to maintain distance from guests and will guests maintain distance from each other?

Entertainment & Attractions, continued

- *What if standing room only grounds attractions (i.e. pig races, etc.) are required to have defined ingress/egress points and all guests must maintain 6' distance?
- *Interactive games or educational attractions may require commonly touched items to be sanitized between use (i.e. giant building blocks, fishing poles, game elements, etc.)

COMMERCIAL EXHIBITS

Have contracts/licenses been issued? Are all spaces assigned? When are payments due?

Every bullet item is a "What if" scenario. For each you should ask:

Would we do this? Can we do this?

- *Buildings must operate at only a percentage of allowed occupancy
 - Do you have staff to monitor and control?
 - How many ingress/egress points must be controlled?
- *Exhibitor booths must be spread out (i.e. a traditional 10x10 pipe/drape booth line up must have every other booth vacant, or booths set up a certain distance apart)
- *Personnel required to wear masks and gloves
- *Wider aisles required
- *One-way traffic through building encouraged
- *Is additional ventilation or air handling equipment needed for indoor spaces?
- *Outside commercial exhibit/merchandise assigned areas must limit number of people within a tent or structure and have queue lines (as noted above)
- *Food sampling is discouraged or not permitted

FOOD & BEVERAGE

Have contracts/licenses been issued? Are all spaces assigned? When are payments due?

Every bullet item is a "What if" scenario. For each you should ask:

Would we do this? Can we do this?

- *Trailers/tents/stands spaced farther apart to allow for queue lines (as noted above)
- *Seating areas/food courts (whether maintained by the individual concessionaire or by the fair) must allow for adequate distancing between tables and seating
- *No common source touch points (i.e. condiments, reach in coolers)
- *Personnel required to wear masks and gloves

What is the lead time required by F&B vendors to secure products and supplies necessary?

CARNIVAL RIDES & GAMES

How will changes in routing (due to cancelled fairs) by your contracted operator be impacted?

Does the contracted operator have sufficient labor to operate?

Every bullet item is a "What if" scenario. For each you should ask:

Would we do this? Can we do this?

- *Ride capacity, especially for rides with rows or multiple seat clusters, reduced to allow distancing
- *Rides spaced farther apart to allow for queue lines (as noted above)
- *Enhanced cleaning and disinfecting protocol as recommended by CDC or mandated by governing authority for all touch points on rides and games

Carnival Rides & Attractions, continued

- *Games either required to be spaced farther apart to have queue lines (as noted above) or limit number of people at any given time
- *Personnel required to wear masks and gloves

AGRICULTURE – LIVESTOCK SHOWS

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

SHOWRING

- *Limit number of animals in show ring at any one time and space them out
- *Require judge to get no closer than 6 feet to the handler
- *Require judge to wear a mask (and undergo temp check upon entering the grounds)
- *Require exhibitors to wear masks
- *Limit number of people in staged photographs
- *Each exhibitor picks up prize (ribbon/trophy/banner) at table at exit

SPECTATOR SEATING

- *Limited occupancy limits to allow distancing in stands (i.e. seating taped off/blocked so that only every third seat on every other row can be utilized)
- *Controlled ingress/egress points and control of number is monitored by staff

STALLING AREAS

- *Distance between each exhibitor’s group of animals is required

WASH RACKS

- *Size will determine number of animals and handlers allowed in at any one time to meet 6’ distancing

AGRICULTURE – EDUCATION

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

- *All activities that are based upon common touching (i.e. milking a cow whether real or artificial) are cleaned between each person touching it
- *Group activities are within space such that 6’ distancing can be maintained

SPECTATOR SEATING

- *Limited occupancy limits to allow distancing in stands (i.e. seating taped off/blocked so that only every third seat on every other row can be utilized)
- *Controlled ingress/egress points and control of number is monitored by staff

COMPETITIVE EXHIBITS

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

- *Buildings must operate at only a percentage of allowed occupancy
 - Do you have staff to monitor and control?
 - How many ingress/egress points must be controlled?
- *Exhibitor displays must be spread out
 - *Configuration of layout to assist in maintaining distancing
- *Wider aisles required
- *One-way traffic through building encouraged
- *Is additional ventilation or air handling equipment needed for indoor spaces?
- *Demonstration areas are configured to maintain 6’ distancing or eliminated

Competitive Exhibits, continued

- *Sampling from live cooking demonstrations restricted or prohibited
- *Reconfigure judging of food products (where judge must remove mask to taste) to allow distancing

CAMPGROUNDS AND HOUSING

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

- *No on-grounds camping is permitted **or**
- *Permitted, but with distance provisions (i.e. 6’, 10’ or more) between all units of any type
- *No exhibitor dormitories allowed to operate

GENERAL OPERATIONS

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

- *On-site first aid/medical facility must have adequate PPE
- *On-site first aid/medical facility to be designed to eliminate “waiting room”
- *On-site first aid/medical facility to have at least one isolation care room
- *Buses and/or trolleys used for transportation on grounds or from satellite parking limited to 50% capacity and distancing protocols in place, such as markings on available seats
- *Buses and/or trolleys used for transportation on grounds or from satellite parking have additional cleaning/disinfecting protocols between cycles of ridership
- *50/50 raffle type activities (i.e. with walk-arounds and cash) are not allowed
- *Tables and benches spaced farther apart; tables with chairs should have fewer chairs per table

Have you ordered your fair’s operating/custodial supplies (cleaning, disinfecting, soap, paper products, etc.?)

If they can be procured, can you afford them?

- * The fair would, in all its messaging, remind community that no one who is sick, or in the high-risk category should attend
- *The fair would actively work with local health authorities to provide messaging throughout grounds of expected visitor behavior, handwashing, risks of failure to comply (i.e. ejection from grounds). All signs, announcements, and messaging of any type should also be presented in other languages as may be appropriate for the locale.

SPECIAL EVENTS FOR AT-RISK POPULATION

Every bullet item is a “What if” scenario. For each you should ask:

Would we do this? Can we do this?

Does your fair offer certain “days” or activities that are designed for certain populations that may now be considered “at-risk” for COVID 19?

- *Remove from schedule or dedicate specific and limited time to just this population?

OABA DOCUMENTS ON CARNIVAL PREPARATIONS ([click to link](#))

WYNN LAS VEGAS HEALTH & SANITATION PLANS ([Click to link](#))