



# Southeastern Idaho Public Health

## COVID-19 Large Gathering Plan & Attestation

February 2021

Effective February 2, 2021, limits on gatherings, public and private, will increase from 10 to 50. Bars, restaurants, and nightclubs should continue to operate with seating only. Large venues, such as trade shows, weddings, sporting venues, etc. with 50 or more people **should submit an attestation** to the local public health district in which the event will occur that states the event planner will follow the physical distancing, hygiene and gathering protocols to mitigate the risk of spreading the virus that causes COVID-19.

Please submit your Plan & Attestation here: [covidplans@siph.idaho.gov](mailto:covidplans@siph.idaho.gov)

Large event and venue safe operation plans should be developed prior to beginning operations. Inspections will not be required. However, event organizers and planners should have their safe operation plans available and posted during the event. Events will be expected to adhere to the plan submitted and the plan should be based on recommendations and guidelines provided by the Centers for Disease Control and Prevention and state and local public health. Event organizers and planners must make their plans available to the public.

**\*\*Any additional information that will best articulate your plan (written plans, drawings, photos, etc.) should be included and submitted with this attestation.**

Applicant Name: \_\_\_\_\_ Applicant Title: \_\_\_\_\_

Point of Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Event Name: \_\_\_\_\_

Organizer Mailing Address: \_\_\_\_\_

Event Site Address: \_\_\_\_\_

**BRIEF DESCRIPTION OF EVENT AND VENUE:** (Include details about date and time of event, expected number of attendees, location and size of event venue, if this is a one-time event or ongoing and any additional information that will be helpful). [Please include additional pages if needed.](#)

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## **EVENT PLANNERS & ORGANIZERS** (Check All Recommended Measures You Plan to Implement)

- Will check the status of community risk at your local health department website to understand current community risk for exposure to COVID-19. <https://www.siphidaho.org/coronavirus.php>
- Will host events outdoors if possible, however, event tents should be considered indoor environments and adequate precautions should be taken.
- Will maintain the six-foot physical distancing requirements for employees and attendees.

## **EMPLOYEE HEALTH AND HYGIENE** (Check All Recommended Measures You Plan to Implement)

- Will assess symptoms of workers before entering the establishment. If no fever (>100.4°F) or COVID-19 symptoms are present, workers will be allowed to work but should self-monitor for onset of symptoms during their shift.
- Will provide COVID-19 staff training about when workers should stay home and when they should leave work.
- Will instruct sick employees to stay home and to follow the CDC's [What to do if you are sick with coronavirus disease 2019 \(COVID-19\)](#).
- Will contact the local public health district if an employee is diagnosed with COVID-19.
- Will require employees to wear cloth face coverings and gloves during their shifts, with certain exemptions for health or medical reasons.
- Other measure (specify): \_\_\_\_\_

## **PHYSICAL DISTANCING** (Check All Recommended Measures You Plan to Implement)

- Estimated #s of participants/occupants: \_\_\_\_\_
- Outdoor event, or  Indoor Event, or  Both
- Will ensure tables to are spaced at least six feet apart and only household members at each table (and affix closed signs on tables that cannot be moved).
- Will indicate appropriate physical distancing spacing with signage or other indicators throughout venue.
- Other measure (specify): \_\_\_\_\_



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## **WAITING OR GATHERING AREAS** (Check All Recommended Measures You Plan to Implement)

- Will close the lobby, waiting and any other areas where people would congregate (if applicable).
- Will use a reservation model or call ahead seating method.
- Will make reasonable attempts to eliminate the use of waiting areas and lobbies.  
If the establishment cannot eliminate a waiting area or lobby completely, describe how you will ensure that groups in the waiting area are socially distanced from each other. (attach additional page if needed):

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## **DINING OR BANQUET AREAS** (Check All Recommended Measures You Plan to Implement)

- Will keep the bar area closed, unless patrons can be seated (if applicable).
- Will keep the playground area closed (if applicable).
- Will use a board or sign to display menu items that will not be touched by patrons. Will have an app or website for patrons to view menus on a personal device.
- Will use disposable menus that will be discarded after each use.
- Will disinfect menus between each use.
- Will use a contactless payment and non-signature methods.
- Will require staff to wash or sanitize their hands before helping the next patron or handling of food after accepting payment.
- Will require staff to sanitize check holders and pens after use by patrons.
- Will use the same methods for outdoor seating section, if applicable.
- Describe other plans below (attach additional page if needed):

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## **CLEANING AND DISINFECTION** (Check All Recommended Measures You Plan to Implement)

- Will train employees on cleaning and disinfecting procedures, and protective measures, per CDC and FDA guidance.
- Will have dedicated staff sanitize tables and high contact surfaces (e.g., condiments, salt and pepper shakers, napkin dispensers) between parties.



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- Will frequently clean and disinfect high touch surfaces (e.g., menus, mobile order devices, door handles, floors, bathrooms) during operation.
- Will not use preset tableware.
- Will clean and disinfect coolers, to-go containers, and delivery vehicles frequently.
- Will verify ware-washing machines are operating at the required wash and rinse temperature and with the appropriate detergents and sanitizers at least once daily.
- Describe other plans below (attach additional pages if needed):

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By my signature, I attest to ensure safe operations, in accordance with the Governor's Stay Healthy Guidelines dated February 2, 2021.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Public Health Official Use Only

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

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