



ALAMEDA
COUNTY
FAIRGROUNDS

Reopening Policies and Procedures

A Review of Preventative and Reactive
Measures to be Taken to Ensure
Health and Safety Standards While
Reopening ACAFA Doors

Overview

All events will require assigned personnel and will take the following actions. Please see event specific guidelines for additional actions that are circumstantially relevant. In accordance to OSHA guidelines, Alameda County Agricultural Fair Association is responsible for providing a safe and healthy workplace for employees by setting and enforcing standards; providing training; outreach and education; establishing partnerships; and encouraging continual improvement in workplace safety and health.



Table Of Contents

Section 1

Role Based Mandatory Compliance 4-5

Section 2

Practices for Symptomatic Employee 6-7

Section 3

Facility Hygiene 8-10

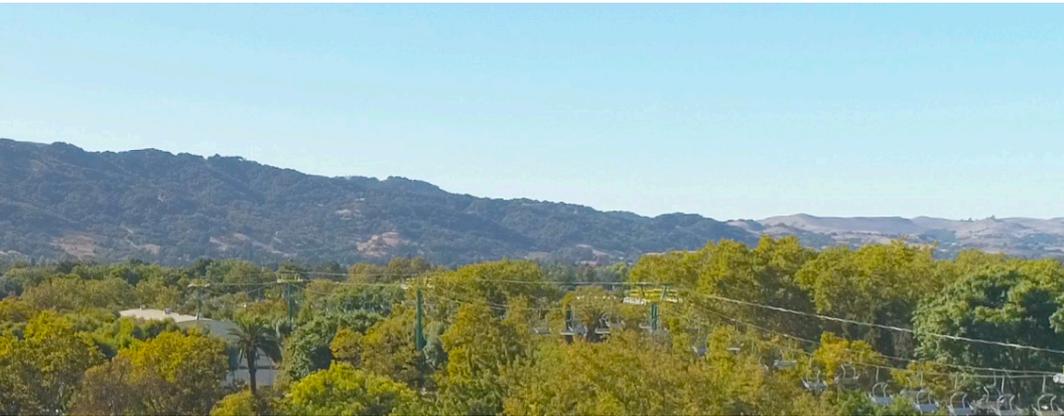
Section 4

Outdoor & Car Gatherings 10-11

Section 5

Indoor Shopping 12-13

Healthy Tips 14



Section 1

Role Based Mandatory Compliance

ACAFA Employee Standards

- Physical distance by staying at least 6 feet from other people (about 2 arms lengths)
- Require all employees to wear masks while interacting with others
- Require event employees to wear gloves while passing out items or handling cash
- Wash hands frequently with soap and warm water or an alcohol-based hand rub with at least 70% alcohol
- Avoid touching eyes, nose, or mouth with unwashed hands
- Practice good respiratory etiquette. Any sneezing or coughing is to be done into a tissue or elbow
- Notify supervisor and stay home if sick
- Recognize personal risk factors. According to U.S. Centers for Disease Control and Prevention (CDC), certain people, including older adults and those with underlying conditions such as heart or lung disease or diabetes, are at higher risk for developing more serious complications from COVID-19

Promoters

- Educate all exhibitors/vendors on health and safety policies
- Come prepared with extra forms of PPE
- Standardize and execute sanitation protocols for all outside equipment brought into ACAFA

Patrons

- Require physical distancing by staying at least 6 feet from other people (about 2 arms lengths)
- Require all patrons to wear masks when outside of their vehicle
- Staggered ingress & queuing systems
- Minimize shared space (condiment areas, bars, snack counters, etc.)
- If a patron does not comply with policies, he or she will be removed from the facility or denied entry
- In cases when security screening is necessary, require all personal belongings to be in clear bags to minimize contact
- No pat downs—however, if someone repeatedly triggers a metal detector, he or she can be denied admission

Section 2

Practices for Symptomatic Employee

Practices for Sick Employees and Volunteers

- Workers must notify their supervisor and stay home from work if they have symptoms of acute respiratory illness consistent with COVID-19 – such as fever, cough, chills, muscle pain, headache, sore throat, or shortness of breath
- If a worker exhibits symptoms of acute respiratory illness upon arrival to work, or becomes sick during the day, their supervisor must separate them from other workers and patrons and send them home or to a designated isolation area immediately
- The supervisor should document the circumstances of the worker’s illness to help with contact tracing, as applicable
- Anyone who has been in close contact with a person known to have had the virus should behave as if they are infected, isolate themselves, and contact their physician
- Workers with symptoms of acute respiratory illness associated with COVID-19 may return to work after (a) home isolation since their first symptoms or positive test, (b) are fever free for 24 hours without the help of a fever reducer and (c) show improvement in symptoms

For more information on when it is safe to return to work, visit [cdc.gov](https://www.cdc.gov)

Responding to Confirmed Cases of COVID-19

- If a worker is confirmed to be infected with COVID-19, the ACAFA shall immediately notify the local public health authority and then proceed with the following steps:
 - Determine what areas of the venue were visited, used, and/or impacted by the infected worker.
 - Assess whether the worker’s role put them within six feet (two meters) of other workers or patrons, including whether their duties create specific transmission risks such as food handling, bartending, or ticket checking.
 - Notify the impacted workers that they may have had contact with an infected co-worker and encourage them to monitor their health and report any concerns to their healthcare provider.
- Any worker who tests positive for COVID-19 should remain in home isolation for not less than 14 days after symptoms begin; the worker should follow health authority guidance and ACAFA policy
- Impacted workers who have been in close contact with a person who tests positive, but who are not presently symptomatic or suffering a fever greater than 100.4 F/ 38.0 C, should not come to work for 14 days after their last close contact, and quarantine themselves; during quarantine, they should watch for symptoms of COVID-19

Section 3

Facility Hygiene

Cleaning and Disinfecting

Cleaning Technique:

- Clean and sanitize high-touch areas by using water and soap or cleaning solution to remove dirt and impurities from surfaces and objects and reduce germ counts

Disinfecting Technique:

- High-touch areas should be disinfected by using an antibacterial aerosol spray that will adhere to objects and surfaces

Disposal:

- Place gloves and other disposable items used for cleaning and disinfecting in a bag that can be tied before disposing of them with other waste

Frequency:

- The frequency of cleaning high-touch areas should be determined based on the surface or object and how often it is used

Documentation:

- Sign-in sheets for restrooms and inside buildings for high touch areas must be present to declare cleaning times and dates

Sanitizing the Venue

Sanitizing High-Touch Areas:

As vendors begin to load in, surfaces and objects that will be touched frequently, such as the ones listed below, should be regularly sanitized by promotor employees and ACAFA employees.

Public Areas (lobby, hallways, dining and food service areas):

- Door handles, handrails, push plates
- Bike rack or other barricades the public may touch
- Handrails for stairs, ramps, and escalators
- Elevator buttons – inside and out
- Reception desks and ticket counters
- Telephones and keypads
- Tables and chairs, including high chairs and booster seats
- Beverage stations, water fountains, vending and ice machines
- Trash receptacle touch points

Restrooms:

- Door handles and push plates
- Sink faucets and counters, and toilet handles
- Lids of containers for disposal of women's sanitary products
- Soap dispensers and towel dispenser handles
- Baby changing stations
- Trash receptacle touch points
- Every other stall locked from the inside to avoid permitting the 6 ft physical distance barrier
- Each stall will have an attendant's attention and cleaning
- Queue markers or floor decals 6 feet apart

Back of House:

- Individual office and other room furniture
- Door handles, push plates, doorways, railings
- Light switches and thermostats
- Cabinet handles
- Telephones, computers, other keypads, mouse
- Microphones
- Trash receptacle touch points
- Backstage and technical equipment

Section 4

Outdoor & Car Gathering Events

- Require physical distancing by staying at least 6 feet from other people (about 2 arms lengths)
 - Those in social bubbles are not mandated to social distance (no more than 6 people in one vehicle space)
- Drivers must park in alternating parking spaces to ensure a 10 ft distance, remains between two cars, and to leave room for emergency personnel to enter and exit vehicle rows
- Each gathering is limited to no more than 400 vehicles and can be no longer than 3 hours
- Masks mandatory while outside vehicle
- Gloves mandatory for ticket handlers/parking sellers
- The occupants of a vehicle must be members of the same household or in the same social bubble

- No more than the legal occupancy or up to 6 occupants in the vehicle is allowed
- Additional emergency points of egress for cars to leave property
- Workers will sanitize and clean surfaces
- Staff enforcement to effectuate physical distancing protocol and monitor health safety
- Hand sanitizing stations or sinks accessible
- The use of gaff tape, spray paint, flags, cones, stanchions, bike racks and rope barriers to physically separate patrons
- No more than 10 people physically distanced in a line at a time
- Disinfect/clean common surfaces in building frequently depending on usage
- Clean/change garbage can bags frequently
- Event rule signage posted throughout venue

Food

- All food containers sanitized and wiped
- Lids on all drinks
- If gathering while eating/drinking, must stay in respective “social bubbles”
- No bar seating

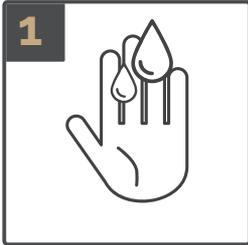
Section 5

Indoor Shopping

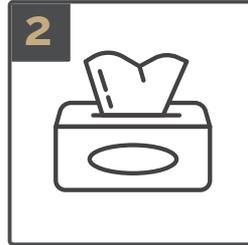
- Require physical distancing by staying at least 6 feet from other people (about 2 arms lengths)
- Masks mandatory at all times for staff and patrons
- Workers will be wearing gloves while sanitizing surfaces and while making physical exchanges with patrons
- Workers will sanitize and clean surfaces
- Hand sanitizing stations or sinks available
- Lines to physically distance patrons and workers
- The use of decal stickers, spray paint, flags, cones, stanchions, bike racks or rope barriers to physically separate patrons
- Staff enforcement to effectuate physical distancing protocol and monitor health safety
- All coughing and sneezing to be done into a tissue or closely into elbow
- Disinfect/clean common surfaces in building frequently depending on usage
- Clean/change garbage can bags frequently
- No indoor events that elevate breathing
- Event rule signage posted throughout venue
- Guests may only bring clear bags (not to exceed 12" x 6" x 12")
- Building use is 25% of capacity
- To regulate capacity and guest traffic, one entrance and one exit per building will be used

- Unused doors will be locked from entry and only used as exits in an emergency
- At main entrances, metal detectors and touch-less bag checks will be scheduled as necessary
- An *Appendix A* from the Alameda County Public Health Department's website will be posted at the entrance to the event
- Layouts must adhere to current physical distancing standards
- Pre-packaged food sales allowed only with temporary permit from Alameda County Health Department (samples or opening packaged foods is not permitted)
- Consuming food or beverage indoors is not permitted

Healthy Tips



1 Wash hands with liquid soap and water and rub for at least 20 seconds



2 Cover your mouth and nose with a tissue or your sleeve (not your hands) when coughing or sneezing



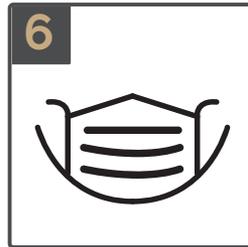
3 Refrain from touching your eyes, nose and mouth



4 Stay home when you are sick



5 Get a flu shot to protect yourself and others from the flu



6 Face masks required



7 Please stay at least 6 feet apart



alamedacountyfair.com

4501 Pleasanton Avenue
Pleasanton, California 94566

2371 GM DC 9/22/20

Subject to change