

COVID-19 Preparedness Plan Guidance: Requirements for Indoor Seated Venues

1/7/2021

Executive Order 21-01 will begin Sunday, Jan. 10 at 11:59 p.m. and does not have an end date. Indoor seated venues must comply with the requirements set forth in EO 21-01 and the requirements provided in this document, to mitigate the risk of transmission of COVID-19.

Frequently asked Questions about all Executive Orders may have additional clarifications about requirements and recommendations. See [Frequently Asked Questions about Stay Safe MN \(https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp\)](https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp) or [Stay Safe Guidance for Businesses and Organizations \(https://staysafe.mn.gov/industry-guidance/index.jsp\)](https://staysafe.mn.gov/industry-guidance/index.jsp).

Executive Order (EO) 21-01

The full executive order (EO) with all requirements can be found at [Executive Orders from Governor Walz \(https://mn.gov/governor/news/executiveorders.jsp\)](https://mn.gov/governor/news/executiveorders.jsp).

COVID-19 Preparedness Plan requirements under EO 21-01

For the duration of EO 21-01, indoor seated venues must comply with the following requirements:

- ✓ **Workers:** In-person meetings and training sessions involving workers are allowed, but must be limited to as few workers as possible, and must not to exceed 25 workers at one time when held indoors.
 - Workers who can work from home must continue to do so.
 - Meetings and training sessions must be held virtually whenever possible.
- ✓ **Indoor Venues may be open:** Occupant capacity must be limited to no greater than 25%, not to exceed 150 patrons for the entire venue. Indoor Seated Venues may only be divided into multiple compartments, sections, or similar areas that result in greater than 150 patrons for the entire venue as expressly permitted in this guidance.
- ✓ **Drive-Thru Experiences:** Drive-thru experiences are strongly encouraged, provided:

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- All patrons and spectators remain within their vehicles at all times.
 - Food, beverages, merchandise, and other products/materials must be offered to the patrons and spectators while they remain within their vehicle, and not require or permit that patrons leave their vehicle.
 - Venues must follow all requirements in “Vehicle Gatherings, Parades, and Drive-Ins” (See <https://www.health.state.mn.us/diseases/coronavirus/vehiclegather.pdf>).
 - The above occupant capacity limits do not apply to venues that consist of entirely a drive-thru experience where patrons remain inside of the vehicles at all times.
 - The above occupant capacity limits do apply to the entire venue if a drive-thru experience or event permits patrons to leave their vehicles.
- ✓ Food and Beverage: Food and beverages for on-site consumption may not be offered or permitted except under the following circumstances:
- Employees of venues may purchase food to consume within designated employee break areas.
 - On-site consumption of food and beverage is permitted between the hours of 4:00 a.m. and 10:00 p.m. Patrons must be seated in designated seating areas whenever eating or drinking on-site. The venue must comply with all other requirements applicable to indoor dining found at [Stay Safe Guidance for Restaurants and Bars](#) unless inconsistent with this document (in which case, this document controls).
- ✓ Face-Coverings: Face-coverings are required for patrons (except when eating or drinking) whenever indoors, and are strongly recommended for patrons whenever outdoors, particularly in situations where it is difficult or impossible to maintain social distance from others. Under Executive Order 20-81, workers are required to wear face coverings whenever indoors, and whenever outdoors in situations where social distancing cannot be maintained.
- ✓ Plan Guidance requirements
- To the extent businesses are operating activities that are allowed by EO 21-01, businesses must follow requirements in the “COVID-19 Preparedness Plan Requirements Guidance for Indoor Seated Venues” below unless revised or modified by the above provisions. If the requirements set out below have been revised or modified by the above provisions, the above provisions must be followed.

COVID-19 Preparedness Plan Guidance: Requirements for Indoor Seated Venues

This document applies to places of public accommodation identified as “indoor seated venues”, meaning businesses, entities, and events whose members of the public at the venue (“patrons”) are seated while in attendance at an indoor venue. Indoor venues that are non-seated whose patrons are permitted to wander, navigate, walk-around, and/or remain active within or throughout the venue, and outdoor venues, are not included within these requirements.

For requirements involving indoor non-seated venues, outdoor seated and outdoor non-seated venues, see [Stay Safe Guidance for Entertainment and Meeting Venues \(https://staysafe.mn.gov/industry-guidance/entertainment.jsp\)](https://staysafe.mn.gov/industry-guidance/entertainment.jsp).

Your health and COVID-19

Any time individuals are gathering with other people, they are at risk of exposure to SARS-CoV-2, the virus that causes COVID-19. COVID-19 is spread through respiratory droplets produced when an infected person coughs, sneezes or talks. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. People with symptoms and without symptoms can spread the virus.

COVID-19 can lead to serious medical conditions and even death for people of all ages. We cannot predict who will become severely ill, although we know that older people and people with underlying health conditions are at higher risk. We do not yet know what the long-term effects of infection from COVID-19 are; even people with mild cases may experience long-term complications.

The best way to prevent illness is to avoid being exposed to this virus. The masking, physical distancing, and other safety precautions included in these requirements reduce the risk of spreading COVID-19, but do not eliminate the risk entirely. We can all take these actions to protect ourselves, our families, and others throughout our communities. This applies to people who have already been vaccinated, too.

- Stay home when sick.
- Stay at least 6 feet apart from other people.
- Wear face coverings in indoor businesses and public indoor spaces and outdoors when 6 feet of social distancing cannot be consistently maintained.
- Wash your hands often.
- Cover your mouth and nose when you cough or sneeze.

Definitions

When used in this document the following terms have the following meaning:

Indoors

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A space is “indoors” if the space is:

- Between the ground or other natural surface or a floor or similar surface and an overhead barrier, including but not limited to: a canopy, cap, awning, ceiling, roof, retractable barrier, or similar structure, whether opened or closed, and
- Bounded by a physical barrier, including but not limited to walls, partitions, retractable dividers, doorways, garage doors or windows, whether opened or closed, that cover more than 50% of the combined surface area of the vertical planes constituting the perimeter of the space.

Indoor spaces may be temporary or permanent, finished or unfinished. A physical barrier bounding a space may be made of natural and manufactured materials. A 0.011 gauge window screen with an 18 by 16 mesh count is not a barrier. Examples of spaces that are or can be indoor spaces include, but are not limited to, buildings, towers, stadiums, arenas, theaters, rotundas, domes, tents, pavilions, gazebos, igloos, trailers, and other enclosures.

Potentially Infectious

A worker or person who is “potentially infectious” includes a worker or person who:

1. Is experiencing symptoms of COVID-19 and has not completed their isolation period;
 - a. Is residing in a location with someone who is experiencing symptoms of COVID-19 or has tested positive for COVID-19, and has not completed their quarantine period;
2. Has been in close contact with or directly exposed to a person who is experiencing symptoms of COVID-19 or has tested positive for COVID-19, and has not completed their quarantine period since the close contact or direct exposure;
3. Has tested positive for COVID-19 and has not completed their quarantine period; or
4. Has been tested for COVID-19 because they meet one or more of the conditions set out in 1, 2, or 3 and are waiting for the test results.

Venue

A “venue” is a physical space or area used to perform activities or conduct events. A venue may be space or area that is public or private, indoors or outdoors, with defined or undefined perimeters and accessible with or without a cost to an attendee. A physical space or area is a venue if the actions, conduct, or decisions of a business or other entity, including an event organizer, result in members of the public assembling or gathering in a space or area for a common or collective activity or event.

COVID-19 Preparedness Plans

As required by the Executive Orders (also referred to as “EOs”) issued by Governor Tim Walz under the Peacetime Emergency, all businesses, both critical or non-critical, and other entities identified in the EOs, are legally required to develop and implement COVID-19 Preparedness Plans (also referred to as “Plan” or “Plans”). Under the EOs, a “business” and “businesses” include entities that employ or engage workers, including private-sector entities, public-sector entities, non-profit entities, and state, county,

and local governments. “Worker” and “workers” are broadly defined by the EOS to include owners, proprietors, employees, contractors, vendors, volunteers, and interns.

For purposes of this Plan Guidance, “other entities” includes those entities identified in the EOs that are not covered by the definition of a “business” but are also required by an EO to develop and implement Plans. Other entities include places of public accommodation, establishments, institutions, facilities, venues, and organizers identified in the EOs. Plan Guidance is designed to protect workers, customers, and other members of the public from the transmission of the virus that causes COVID-19.

This Plan Guidance constitutes the “Plan Guidance” referred to in EO 21-01 and applies to all identified businesses and other entities. **Businesses and other entities must develop and implement COVID-19 Preparedness Plans that address the following:**

- ✓ The requirements of EO 21-01,
- ✓ The requirements included in the Universal Plan Guidance for COVID-19 Preparedness Plans found at [Stay Safe Guidance for All Business Entities \(https://staysafe.mn.gov/industry-guidance/all-businesses.jsp\)](https://staysafe.mn.gov/industry-guidance/all-businesses.jsp), and
- ✓ The requirements included in this Plan Guidance that are applicable to their business or entity.

Unless clearly indicated that an action is recommended and included under “Recommendations,” **businesses and other entities should understand that the Plan Guidance imposes legally enforceable requirements.** In instances where a requirement uses language “to the extent possible,” the action is required, to the extent it is possible for the business or entity to implement the requirement.

Depending on the activities engaged in by a business or other entity, it may be required to comply with additional industry or activity specific plan guidance, such as plan guidance applicable to bars and restaurants, if the facility serves food and beverages or plan guidance applicable to businesses that provide personal services, if the facility has a hair salon.

Frequently Asked Questions have been posted to respond to questions about provisions of Executive Orders and Plan Guidance. The following is a link to current [Frequently Asked Questions about Stay Safe MN \(https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp\)](https://mn.gov/covid19/for-minnesotans/stay-safe-mn/faq.jsp).

Required Plan Sections

Follow the requirements included in the Universal Plan Guidance for COVID-19 Preparedness Plans found at Stay Safe Guidance for All Business Entities (<https://staysafe.mn.gov/industry-guidance/all-businesses.jsp>) and the following:

1. [Health screening and “stay at home”](#)
2. [Managing occupant capacity for venues](#)
3. [Safe celebrations and events](#)
4. [Access, arrival, and check-points](#)

5. [Seating and assignment for seated venues](#)
6. [Maintain social distance between people](#)
7. [Hand hygiene practices](#)
8. [Use of face covering](#)
9. [Cleaning and disinfecting](#)
10. [Food service, concessions, and merchandising](#)
11. [Live entertainment](#)
12. [Incident management](#)

Requirements and Recommendations

1. Health screening and “stay at home”

Requirements

- ✓ Establish and implement health screening for all persons entering the business or venue, including customers, clients and visitors, and establish and implement procedures for addressing customers, clients and visitors who may be potentially infectious
 - Expressly advise patrons when they are being issued tickets or making reservations not to come to the venue if they are potentially infectious.
 - Post health screening questions at entrances and access-points to the venue.
 - If medical screening is performed, conduct medical screening as close to a patron’s point of entry onto the property as possible, and conduct medical screening immediately prior to entering the venue, as to minimize symptomatic persons comingling with non-symptomatic persons within the venue.

Recommendations

- Have patrons review and respond to the health-screening-survey questions upon arrival and check-in, and verify that they are not potentially infectious.
- Establish a process for providing refunds for patrons who are not able to attend due to the patrons being potentially infectious.

2. Managing occupant capacity

Requirements

- ✓ Occupant Capacity: Unless otherwise expressly permitted under these requirements, indoor seated venues must reduce the occupant capacity for the entire venue to that which is necessary to allow for the required social distancing and capacity limits required under the Executive Order.
 - To calculate the permitted maximum occupant capacity for the venue, venues must use the occupant capacity of the venue whenever required or established by applicable state or local authorities in accordance with established codes and requirements.

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- If a venue does not maintain an occupant capacity that is required or established by applicable state or local authorities (e.g. outdoor field, park), the venue must use the following calculation to determine the occupant capacity allowed for the venue:
 - Step 1: Determine the total area (in square-feet) of space within the venue that is accessible to, and may be occupied by, patrons while at the venue/event.
 - Step 2: Ensure all areas that are not accessible to patrons, including “worker only” and “performer only” areas (e.g. restricted areas, playing fields, stages, kitchens, janitorial areas) are not included within the total area occupied by patrons.
 - Step 3: Divide the total area by 113 (i.e. 113 square-feet per person; See [US Fire Administration’s Understanding the Impact of Social Distancing on Occupancy \(https://www.usfa.fema.gov/coronavirus/planning_response/occupancy_social_distancing.html\)](https://www.usfa.fema.gov/coronavirus/planning_response/occupancy_social_distancing.html)).
 - Step 4: Referring to the requirements provided in Executive Orders or this document for occupant capacity, complete the following: If the number is less than the maximum number permitted in the requirements (i.e. “cap”), then the resulting calculation is the maximum number of patrons allowed for the business. If the number is greater than the maximum number permitted (i.e. “cap”), the number of customers/patrons may not exceed the maximum number permitted (i.e. “cap”) at any given time.
- The number of workers for the venue does not need to be counted toward the occupant capacity for the purposes of these requirements.
- The number of performers for the venue does not need to be counted toward the occupant capacity for the purposes of these requirements so long as the requirements in this document are effectively implemented to keep performers and patrons separated (See “Live Entertainment”).
- Bleacher Capacity: The identified seating capacity for bleachers or bench-style seating cannot be used to determine occupant capacity for a venue.
- ✓ Dividing up a Venue: If an indoor seated venue is comprised of separate self-contained spaces, each with its own established occupant capacity, a venue may operate each self-contained space separately and independently in accordance with the requirements under “Self Contained Spaces” (see below). An indoor seated venue may not otherwise divide itself or operate in any manner that exceeds the maximum capacities permitted under the Executive Order or this guidance..
 - **Self-Contained Spaces:** If individual occupant capacities are established for separate self-contained spaces within an indoor seated venue in accordance with established building codes or fire-codes (e.g. fire-rated walls of multiple compartmentalized theaters within a complex), an indoor seated venue may allow occupancy of each self-contained space in accordance with the following requirements:
 - The number of patrons in each self-contained space is no more than than 25% of the rated occupancy limit, no to exceed 150 patrons;
 - The maximum number of patrons for the entire venue (both indoors and outdoors and counting all self-contained spaces) does not exceed 750;

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- The number of persons allows for social distancing of at least 6 feet between persons to be consistently maintained throughout the venue.
 - Each self-contained space must function independently of other self-contained spaces. Patrons are only permitted to be assigned to and access one “self-contained space” per event or per day, and are not permitted to access other “self-contained spaces” – even if only to enter and/or exit the venue. Patrons are not permitted to enter other “self-contained spaces”, nor mingle/congregate with patrons from other “self-contained spaces” while at the venue.
 - Each self-contained space must have entrances and exits that are separate, distinct and independent from those of other self-contained spaces. Entrances and exits for each self-contained space shall be used only by patrons of the respective self-contained space.
 - Each self-contained space must maintain sanitation facilities—including restrooms and handwashing facilities--that are separate, distinct and independent from those of other self-contained spaces and not shared with or utilized by patrons of other self-contained spaces.
 - If offered, each self-contained space must maintain concessions, merchandizing, and similar facilities that are separate, distinct and independent from those of other self-contained spaces, and not shared or utilized by patrons of other self-contained spaces.
- ✓ Social Distancing Must Be Maintained: Under all circumstances, if the allowable number of patrons creates congregation, congestion and bottle-necking that does not allow for proper social distancing and consistency with these requirements, the venue must further reduce the number of patrons it allows to a level that achieves consistency with these requirements.
 - ✓ Advanced Ticking/Reservations: Venues must establish a system for advanced ticketing or reservations (e.g. virtual, on-line, app-based, email, will-call) to ensure occupant capacity is not exceeded. Walk-ins, impromptu purchases or admittance is not permitted, and venues must not allow patrons to enter the venue without a ticket or reservation issued in advance of their arrival.
 - Household Groups: Only household groups are permitted to purchase tickets for adjacent seating where physical distancing of at least 6-feet is not maintained.
 - Parents/Guardians of Minors: If patron is a minor that requires supervision, ensure parent/guardian is registered in advance.
 - ✓ Communication of Capacity: Venues must ensure the maximum number of patrons allowed within the venue, as determined by the venues’ compliance with these requirements and the relevant Executive Orders, is expressly stated in the written COVID-19 Preparedness Plan for the venue, as well as all rated occupant capacities, social distancing calculations, and other factors used to derive the capacity used by the venue.

3. Safe celebrations and events

Requirements

- ✓ When permitted, a venue hosting a planned celebration, reception, or other social gathering connected to private parties, holidays, weddings, funerals, life milestones (such as birthdays or retirements), family reunions, planned religious services, and other similar occasions must ensure:
 - The requirements to follow for capacity, dancing, and other activities are in the [Gathering Requirements for Celebrations and Significant Life Events](https://www.health.state.mn.us/diseases/coronavirus/safeevents.pdf) (<https://www.health.state.mn.us/diseases/coronavirus/safeevents.pdf>).
 - Reservations for the event are made in advance of the date of the event as to allow the venue to plan for the event and address necessary requirements, including capacity, access, and social distancing.
 - The venue, event organizer, and other entities responsible for the event develop a written COVID-19 Preparedness Plan prior to the event that is specific to the event and can be effectively implemented throughout the event.
 - The venue designates a separate space within the venue to ensure persons within the event remain separated from other areas, workers, patrons, and activities not associated with the event.
 - The number of persons associated with the event contributes towards the maximum number of persons that is permitted at the venue, and that the total number of persons permitted throughout the venue is not exceeded while the event is occurring.

4. Access, arrival and check-points

Requirements

- ✓ Managing Access: Businesses must monitor and manage access and occupancy of the venue to ensure the maximum occupant capacity is not exceeded.
 - Control access into the venue to limit the number of patrons allowed within the venue at one time, and do not exceed the required percentage of occupant capacity or maximum number of patrons allowed at any given time where required.
 - Venues must ensure perimeters and/or boundaries are established by means that will allow for access into the venue to be effectively controlled. Venues must ensure the system used prevents the uncontrolled access of persons into the venue. Thus, although stanchions or a rope-line may be used, a venue will need to establish a system of higher integrity if the rope-line is insufficient for preventing the unauthorized access of persons into the venue.
 - Indoors: Venues may rely on the confines of the building or structure for activities occurring indoors so long as access into the venue is controlled at entry points.
 - Outdoors: Venues must establish perimeters for activities occurring outdoors to effectively control access into the venue. Examples include permanent or temporary fixed barriers (e.g. adjacent buildings, walls, fencing, gates, barricades, retaining walls, or natural barriers) or administrative barriers (e.g. rope-lines, tape).
 - Limit access into the venue to only patrons with advanced tickets or reservations, workers, and performers.

- Performers must use entrances/exits that are separate from those used by patrons.
- ✓ Managing Arrival: Businesses must manage arrival of patrons to the venue to ensure social distancing of at least 6 feet is maintained between patrons at all times.
 - For venues hosting a single event at a given time, establish staggered admission-times, entry-times and durations to minimize overlap and congregating of patrons at choke-points (e.g. access points, security check-points, admission areas, concession areas). Consider prescheduling individually assigned arrival times (e.g. seating furthest from entrances permitted to enter earlier).
 - For venues hosting multiple events, stagger event times as to minimize patrons from different events arriving and congregating with one another.
 - Ensure adequate distance is established between check-points (e.g. ticketing, security, medical-screening) as to ensure proper social distancing between patrons, and minimize congestion of patrons waiting to enter the venue.
 - Assign a number of ushers, monitors, and/or security personnel necessary to facilitate orderly screening and entry into the venue, and to effectively monitor and maintain social distancing throughout the process.

Recommendations

- Schedule arrival times for longer than their typical duration to minimize the congregation of patrons waiting.
- Establish “drop off” areas to allow for patrons within household groups to be dropped off at their designated entrance to the venue to minimize the number of persons walking through parking ramps, parking areas, sidewalks, and walk-ways.
- Enhance security protocols for entry to allow for more efficient security-checks of patrons, minimize face-to-face interaction between security personnel and patrons, and minimize wait-times (e.g. metal-detectors, scanners, transparent baggies for personal items, limit pat-down checks).

5. Seating and assignment

Requirements

- ✓ Seated venues must establish assigned seating, and ensure that every patron maintains an individually allocated, reserved, or assigned seat or similar accommodation, which is located at a designated location and fixed space within the venue. Arrangements involving “general admission”, “self-selected seating”, or “standing room only” is not permitted.
 - Patrons must remain seated throughout their attendance at the venue.
 - Ensure social distancing of at least 6-feet is maintained between all patrons from different household groups. Only persons from the same household may to be seated directly next to one-another where social distancing of at least 6-feet is not maintained. However, a household group is limited to four people.

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- Bleachers: Bleacher capacity for bleachers or bench-style seating cannot be used to determine the maximum number of persons allowed for a segment of bleachers. Bleacher capacity is based on a 18-inches of seating per person, and 25% of the rated bleacher capacity does not provide for proper physical distancing between persons. To determine the number of persons that are permitted to be seated within a segment of bleachers, venues must do the following:
 - Step 1: Determine the area of the floor-space or ground-space (in square-feet) that is occupied by the bleachers.
 - Step 2: Divide the seating area by 50 (i.e. 50-square-feet per patron presuming a 4-foot radius around each patron). This is the maximum number of persons that may be seated on the bleachers.
 - The number of persons allowed to be seated on the bleachers may never exceed the maximum number of persons allowed within the venue.
- Delineate assigned seats by marking, labeling, or taping seating or tabletop areas, or identifying seat assignments.
- Delineate seating areas used by household groups to maintain physical distancing of at least 6-feet at all times between members of different household groups.
- Provide staggered seating to ensure proper social distancing and ensure patrons and/or household groups are not seated directly next to, in front of or behind other patrons and/or household groups.
- Keep aisle-seats and space around aisles and pathways open as to ensure proper social-distancing for seated patrons from patrons and workers walking up and down aisles.
- ✓ Assign a number of ushers, monitors, and/or security personnel necessary to facilitate orderly entry, navigation, seating, unseating, and exit throughout the venue, and to effectively monitor and maintain social distancing throughout the venue.

6. Maintain social distance between people

Requirements

- ✓ Eliminate congestion areas, bottle-necks and choke points, and provide queuing (e.g. signage, markings, barriers, paint, tape, flags) to maintain social distancing
 - Community benches, tables, booths, and seating that do not allow for social-distancing of at least 6 feet between persons must be removed or marked to prevent use.
 - Patrons must not be allowed to linger or socialize in lobbies, common areas, hallways, restrooms, ticket- counters, concession-counters, etc.
 - Restrict the use of elevators unless social distancing of at least 6 feet can be maintained between persons within elevator cabs.
 - Ensure attractions (e.g. displays, iconic memorabilia) are arranged to provide for social distancing of at least 6-feet. Prohibit the congregation of persons around individual attractions.
- ✓ Implement and maintain social distancing in specific spaces or while performing certain activities

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- Presentation ceremonies of items such as certificates, trophies, awards, ribbons, badges, pins, and decorations must ensure social-distancing of at least 6 feet between persons, and not allow for person-to-person physical contact.
- Meet-and-Greets: Minimize fan-events such as “meet and greet” celebrity-fan interactions, back-stage passes, and after-show guests to minimize congregation and congestion. Such events must not occur if social distancing of at least 6 feet cannot be maintained between all persons.
 - Where celebrity-fan interactions are scheduled (e.g. photographs, autograph-sessions), celebrities must be separated from patrons. Social distancing of at least 6 feet must be maintained between all persons, including between patrons of different household groups, and between patrons and celebrities.
 - Back-stage passes and after-show events that involve patrons entering the performance area, or performers entering into the audience area, and/or involve the co-mingling of patrons and performers are not permitted.

Recommendations

- Designate and demarcate one-way traffic-flows to mitigate congestion and crowding.
- When groups of patrons are leaving, unseat patrons in an orderly fashion, starting with those closest to the exit and ending with those farthest from the exit.
- Provide additional unisex stalls, privies, or toilet units to minimize traffic and congestion.
- Provide additional handwashing facilities and hand sanitizer facilities to minimize congestion.

7. Hand hygiene practices

Requirements

- ✓ Restrict eating and drinking.
 - Do not provide community drinking stations and water fountains unless protocols are implemented to ensure frequent sanitation between users. Foot-controlled or touchless water-filling stations may still be provided.

Recommendations

- Provide additional hand-washing stations throughout the business for customers/patrons.
- Provide individual water-bottles in lieu of community drinking stations.

8. Use of face covering

Requirements

- ✓ Require workers to wear face coverings indoors at all times, and outdoors when social distancing of 6 feet cannot be maintained. Establish procedures for overseeing workers’ compliance with face covering requirements.
 - Require workers to wear a face covering that covers their mouth and nose in accordance with Executive Order 20-81. The Executive Order requires everyone—including workers—to wear a

face covering in indoor businesses and indoor public spaces. Additionally, the Executive Order requires workers to wear face coverings when working in outdoor settings in situations where social distancing of at least 6 feet cannot be maintained. More information about face covering requirements and exemptions is available on the MDH website at [Facemasks and Personal Protective Equipment \(PPE\) Webpage \(health.state.mn.us/diseases/coronavirus/prevention.html#masks\)](https://health.state.mn.us/diseases/coronavirus/prevention.html#masks).

- Businesses must take reasonable steps to ensure that workers, customers, clients and visitors wear face coverings in accordance with Executive Order 20-81, and conspicuously post face covering policies for workers, customers, clients and visitors. Cloth face coverings are NOT a substitute for maintaining a social distance of 6-feet from other people.
- ✓ All persons must wear face coverings when indoors, including while engaged in activities such as entering the facility, checking in, being in lobbies, hallways, and other common areas, moving throughout the venue, before and after classes, putting away equipment, changing clothes, and using restrooms.
- ✓ Establish procedures that set out steps that will be taken to ensure patrons are wearing face coverings and actions that will be taken if they refuse.
 - Venues must take reasonable steps to ensure that patrons wear face coverings in accordance with Executive Order 20-81, and conspicuously post face covering policies for workers, performers, and patrons. Cloth face coverings are NOT a substitute for maintaining a physical distance of 6-feet from other people.
 - Establish procedures for when patrons refuse to wear a face covering where wearing a face covering is required or refuse an offered accommodation.

Recommendations

- Face coverings are strongly recommended for patrons (except when eating or drinking) whenever outdoors, particularly in situations where it is difficult or impossible to maintain social distance from others.
- Where large gatherings of the public occur, venues are strongly encouraged to require patrons to wear face coverings whenever possible where not otherwise required.

9. Cleaning and disinfecting

Requirements

- ✓ Remove “self-service” stations for patrons to obtain equipment (e.g. golf-clubs, skates), and require that rental and provided equipment be individually and directly issued to each patron or household group. Ensure equipment is returned directly to a designated area to minimize the equipment being exchanged directly between patrons.
- ✓ Community drinking stations and water fountains must not be available or used. Individual water bottles may be provided or distributed in lieu of potable water-stations. Touchless water-filling stations may still be provided.

- ✓ Ensure high touch surfaces (e.g. seats, armrests, cup holders, tables, door handles, ticketing kiosks, touch screens) are being disinfected during timed intervals and between venues and events.
- ✓ Ensure instrumentation, products, samples, and props are sanitized prior to use and in between handling by workers and patrons.

10. Food service, concessions and merchandizing

Requirements

- ✓ Ensure multiple ticket-counters, merchandise-counters, concession-counters, and drink-dispensers are separated to allow patrons to maintain a social distance of at least 6 feet from one-another.
- ✓ Ensure social queuing is established to provide and promote social distancing between multiple workers and patrons congregating and waiting to perform transactions and submit/pick up orders. Lane-lines, order, check-out, and adjacent areas must be demarcated (e.g. floor markers, stanchions) to provide for social distancing of at least 6-feet.
- ✓ Remove seating in concession areas and common areas to minimize congestion and ensure social distancing.
- ✓ Implement and maintain social distancing in specific spaces or while performing certain activities
- ✓ Food-Service: Refer to Industry Guidance for Safely Reopening: Restaurants & Bars on the [Stay Safe Guidance for Restaurants and Bars \(https://staysafe.mn.gov/industry-guidance/restaurants-bars.jsp\)](https://staysafe.mn.gov/industry-guidance/restaurants-bars.jsp).
 - Venues must not offer food or beverage service and must prohibit the on-site consumption of food or beverages throughout the venue between the hours of 10:00 p.m. and 4:00 a.m. each day. Food and beverage service areas should be clearly marked and separated where possible as closed. Venues may continue to operate while food and beverage service is closed.
 - Patrons must take food and beverages back to their individually assigned seating areas, and may only consume food and beverages while seated in their individually assigned seating area.
 - Do not refill popcorn, drinks, and other items using the same container. A new container must be provided.
 - Ensure self-service beverage machines, condiment- stations, and counters are sanitized frequently.
 - Follow the requirements of the [Minnesota Administrative Rules Chapter 4626, Food Code; Food Managers \(www.revisor.mn.gov/rules/4626/\)](http://www.revisor.mn.gov/rules/4626/).
 - Continue following requirements for reporting food worker illness and exclusion: [Illness Reporting for Food Establishments \(www.health.state.mn.us/people/foodsafety/dwi/empillfs.pdf\)](http://www.health.state.mn.us/people/foodsafety/dwi/empillfs.pdf).

Recommendations

- Use app-based ordering to minimize patrons having to wait in line, linger and congregate in concession and merchandise areas.

- Consider delivering concessions directly to designated seating areas, as opposed to providing concessions at concession stands, provided that workers can be protected.
- Limit menu items to those items which can be readily retrieved and/or quickly prepared to minimize congestion, lingering, and waiting. Consider “pre- assembled” order-groupings or orders to simplify ordering and minimize ordering and wait-times.
- Maintain individually wrapped utensils (e.g. napkins, straws, forks) and condiments behind the counter, and provide per order, as opposed to providing them at a condiments counter.

11. Live entertainment

Requirements

- ✓ Live entertainment is only permitted by performers who are designated by the venue. Examples include, but are not limited to, live music, concerts, stage performances, athletic events, contests, and combative sports
 - Karaoke singing and open microphone events involving performances by patrons and visitors are not permitted.
 - Venues operating under this guidance may not permit patrons to dance unless physical distancing of at least 6-feet is maintained at all times between all persons of different household groups, and face-coverings are worn at all times.
- ✓ When hosting “live” events and performances, separation of at least 12-feet must be maintained at between the “performers” and “patrons”
 - When hosting “live” events and performances, the venue must ensure that a designated performance area is established (e.g. stage, court, field, ring-side, aisle), and that the performance area is separate and distinct from those areas accessible to patrons.
 - A physical distance of at least 12-feet must be maintained at all times between the performers and performance area, and those areas accessible to the patrons (e.g. seating area, concession areas, audience). Install barriers or partitions to separate the performance area and audience.
 - Performers must remain within the designated performance area within the venue. Performers are not permitted to leave the designated performance area and enter into areas accessible by patrons, or intermingle, co-mingle, or congregate within 12-feet of patrons.
 - Patrons are not permitted to enter into the designated performance area. Performance-related demonstrations, exercises, and activities that involve interaction between performers and patrons that conflict with social-distancing practices are not permitted.

12. Incident Management

Requirements

- ✓ Use ushers, monitors, and/or security personnel to monitor for and ensure adherence to requirements, including occupant capacity, social distancing and the use of face-coverings.
- ✓ Establish a protocol for reporting and addressing patrons who refuse to follow required protocols and protections (e.g. social distancing, face-coverings).

INDOOR SEATED VENUES

- ✓ Ensure incident-response procedures adhere to physical distancing and other protective measures (e.g. face-coverings, face-shields) whenever possible and reasonable.
- ✓ Ensure incident-response procedures are established and communicated to workers for following up and addressing COVID-19 related incidents (e.g. non-compliance, symptomatic persons).
- ✓ Train workers to report and respond to social-distancing challenges while carrying out their work-activities, and how to respond to difficult situations, unsafe conditions, and emergencies.
- ✓ First-Aid/Medical Areas: Establish a designated medical isolation area for workers and/or patrons who become sick or symptomatic consistent with COVID-19 while at the venue. Medical isolation areas for workers and/or patrons who become symptomatic during the venue must be separate from general First-Aid/Medical Areas. Access into medical isolation areas must be restricted.

Recommendations

- Establish a “Tip Line” (e.g. phone number) or provide an “app” that would allow workers and patrons to report concerns to management in a timely manner

