

### Health Officer Directive No. 2020-19d (Exhibit B) Health and Safety Plan (issued 10/20/2020)

Each Host Covered by Section 3 of the Directive must complete, post onsite, and follow this Health and Safety Plan.

Check off all items below that apply and list other required information.

*Business/Entity name:*

*Contact name:*

*Entity Address:*

*Contact telephone:*

*(You may contact the person listed above with any questions or comments about this plan.)*

- Business is familiar with and complies with all requirements set forth in Health Officer Directive No. 2020-19d, available at <http://www.sfdph.org/directives>.
- Make sure no one – including employees – attends a gathering who is experiencing any one of the following symptoms: fever, chills, repeated shaking/shivering, cough, sore throat, shortness of breath, difficulty breathing, feeling unusually weak or fatigued, new loss of taste or smell, muscle pain, headache, runny or congested nose, or diarrhea.
- Gatherings are limited to the maximum permissible number of Households and people, scheduled to last two hours or less, and kept as short as possible. Multiple Outdoor Gatherings cannot be jointly organized or coordinated to occur in the same outdoor space at the same time. Participants do not move among gatherings happening at the same time or switch places with Participants in other gatherings.
- Everyone wears a Face Covering unless eating or drinking or otherwise exempt.
- All Social Distancing Requirements are followed at all times.
- No sharing of food or drink or items like utensils, reading materials, or religious or spiritual objects with Participants. If an object is of critical importance and must be shared, take every precaution after each instance of sharing to clean and sanitize the object and/or the hands of the Participants and Hosts who share the object.
- Avoid singing, chanting, or shouting by Participants or Hosts except as allowed for Outdoor Special Gatherings.
- Develop and implement a plan for cleaning and disinfecting high touch surfaces such as seating, doors, and other common high-touch surfaces before each gathering.
- Prepare the outdoor space to accommodate Participants and comply with the Social Distancing Protocol. For example, make a plan for Participants to get in and out of the outdoor space safely while maintaining social distancing and add physical markings to demonstrate a 6-foot distance in areas participants may be congregating.
- Only hosting one Small Outdoor Gathering or Small Outdoor Meal Gathering at a time unless there is enough outdoor space to keep simultaneous gatherings separate and socially distanced.
- If Personnel are taking part in sequential gatherings, there is sufficient time between gatherings to engage in proper sanitation and disinfection procedures.

### **Additional Measures**

# HSP

Health and Safety  
Plan

**Checklist**

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Explain: