

Protocol for Professional Sports Leagues and Facilities Opening for Training Sessions and Spectator-Free Events: Appendix S

Effective as of Friday, June 12, 2020

The requirements below are specific to professional sports leagues and facilities. In addition to the conditions imposed on professional sports leagues by the State Public Health Officer, and the COVID-19 protocols agreed to by labor and management, sports leagues must also be in compliance with these employee safety and infection control protocols.

- Sports Leagues that operate retail outlets must comply with Retail In-Person Shopping Protocols (Appendix B).
- Sports Leagues that have office-based worksites must comply with Office Worksite Protocols (Appendix G).
- Sports Leagues that offer concessions, catering services, or operate restaurants must comply with Dine-In Restaurant Protocols (Appendix H).

Please note: This document may be updated as additional information and resources become available so be sure to check the Long Beach COVID-19 website at www.longbeach.gov/covid19 regularly for any updates to this document.

This checklist covers:

- (1) Workplace policies and practices to protect employee health
- (2) Measures to ensure physical distancing
- (3) Measures to ensure infection control
- (4) Communication with employees and the public
- (5) Measures to ensure equitable access to critical services

These five key areas must be addressed as your facility develops any reopening protocols.

Sports leagues and facilities must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the institution.

Business name: _____

Facility Address: _____

**A. WORKPLACE POLICIES AND PRACTICES TO PROTECT EMPLOYEE HEALTH
(CHECK ALL THAT APPLY TO THE FACILITY)**

- Everyone who can carry out their work duties from home has been directed to do so.
- Vulnerable staff (those above age 65, those who are pregnant, those with chronic health conditions) are assigned work that can be done from home whenever possible.

**TO REPORT A VIOLATION
PLEASE CALL: (562) 570-2633 OR
EMAIL: CETASKFORCE@LONGBEACH.GOV**

- Work processes are reconfigured to the extent possible to increase opportunities for employees to work from home.
- Alternate, staggered or shift schedules have been instituted to maximize physical distancing.
- All employees (including players, coaching staff, medical staff, broadcast staff, facility staff, and operations staff, collectively referred to as "employees") have been told not to come to work if sick, or if they are exposed to a person who has COVID-19.
- Symptom checks are conducted before employees, players and any visitors may enter the workspace. Checks must include a check-in concerning cough, shortness of breath or fever and any other symptoms the employee may be experiencing. These checks can be done remotely or in person upon the individuals' arrival. A temperature check should be done at the worksite if feasible.
- Upon being informed that one or more employees or players test positive for or has symptoms consistent with COVID-19 (case), the employer has a plan or protocol in place to have the case(s) isolate themselves at home and require the immediate self-quarantine of all employees that had a workplace exposure to the case(s). The employer's plan should consider a protocol for all quarantined employees to have access to or be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures.
- All employees and players are offered, at no cost, a cloth face covering. The covering is worn by the employee at all times during the workday when in contact or likely to come into contact with others, except that during physical activity, practices, and games, players may remain mask-free.
- In the event that 3 or more cases are identified within the workplace within a span of 14 days the employer should report this cluster to the Long Beach Department Health and Human Services at 562-570-INFO.
- Employees are instructed to wash their face coverings daily.
- Any workstations within the facility are separated by at least six feet.
- Consider periodic testing of employees and players, as appropriate, to mitigate the risk of the spread of COVID-19. Employers are responsible for providing testing at no charge to employees and players.
- Teams have submitted facility specific plans for holding spectator-free sporting events to the Long Beach Department of Health and Human Services at least 2 weeks prior to holding such events.
- Locker rooms, weight rooms, training rooms, restrooms and other common areas are disinfected frequently, on the following schedule:
 - o Locker rooms _____
 - o Weight rooms _____
 - o Training rooms _____
 - o Restrooms _____
 - o Other _____
- Disinfectant and related supplies are available to employees at the following location(s):

- Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

**TO REPORT A VIOLATION
PLEASE CALL: (562) 570-2633 OR
EMAIL: CETASKFORCE@LONGBEACH.GOV**

- Employees are required and permitted adequate time for, to wash their hands at least every 30 minutes, or as needed if gloves are provided. Where hand washing is impracticable, hand sanitizer with that contains at least 60% alcohol has been provided to the employee instead.
 - A copy of this protocol has been distributed to each employee.
 - Each worker is assigned their own equipment and defined work area to the extent possible. The need for sharing held items is minimized or eliminated.
 - Personal items (e.g., water bottles, towels, uniforms, etc.) are not shared.
 - Optional—Describe other measures:
-

B. MEASURES TO ENSURE PHYSICAL DISTANCING

- The number of people in any room in the facility (e.g., meeting rooms, weight rooms, courts, cafeterias, gyms, etc.) is limited at any given time, such that all people in the room can easily maintain at least a 6-foot distance from one another at all practicable times or an 8-foot distance if they are engaging in physical activity.
- Access to the facility is limited to those who are essential employees, and to the extent possible, essential employees are limited to certain zones within the facility based on their job duties and responsibilities.
- Teams keep a detailed facility log that records a list of all individuals who are present at the team facility on a given day, including the person's name and contact information, including their phone number and email address.
- Visitors to the facility are disallowed to the extent possible, but if a visitor must be admitted, the team has a record of any visitor's name and contact information including the visitor's phone number and email address in the facility log.
- All players, coaches, training staff, and other employees have been instructed to maintain at least a six (6) feet distance from each other at all times. When players are engaging in physical activity (e.g., during workout and training sessions, etc.), players maintain at least an 8-feet distance from other employees whenever possible.
- Tape or other markings assist players and employees in maintaining appropriate physical distance.
- Any employee workstations in the facility are separated by at least 6 feet and common areas are configured to limit employee or player gatherings and to ensure physical distancing of at least 6 feet.
- To the extent possible, the team facility has been reconfigured to reduce instances of players and other employees coming in contact with one another when moving through the facility (e.g., enable one-way only hallways with directional signage, designate doors that are "entrance" or "exit" only, and identify stairwells as "up" or "down").
- During weight training or fitness training sessions, players remain 8 feet apart from each other. To the extent possible, training staff maintain at least a 6 feet distance from each other and 8 feet from players during times of training and physical exertion. Employees may momentarily come closer when necessary during treatment or weight sessions.
- During practice or training sessions, players have adequate physical distance between each other and others whenever possible.

**TO REPORT A VIOLATION
PLEASE CALL: (562) 570-2633 OR
EMAIL: CETASKFORCE@LONGBEACH.GOV**

- To the extent possible, team practices are conducted such as to minimize physical contact between players and others.
- During intra-squad practice games, facility occupancy is limited to those employees who are essential.
- During spectator-free games, facility occupancy is limited to those who are essential for game day operations (e.g., TV/radio broadcast crews, event/operations crews, team coaching staff, medical staff, athletes, etc.) and if possible does not exceed 300 individuals. To the extent possible, all individuals admitted to the facility have been instructed to maintain a physical distance of at least 6 feet and access to the facility has been limited to certain areas.
- Tape or other markings assist players and employees in maintaining appropriate physical distance.
- During games, the area where players are seated off-field (e.g., bench, dugout, bullpen) has been reconfigured to create additional seating such that players and employees are able to maintain a physical distance of 6 feet.
- Any employee workstations in the facility are separated by at least 6 feet and common areas within the facility are configured to limit employee or player gatherings and to ensure physical distancing of at least 6 feet.
- To the extent possible, stagger parking spaces in parking lots and garages such to create distance between cars (e.g., one empty space between each occupied space).

C. MEASURES FOR INFECTION CONTROL

- The HVAC system is in good, working order; to the maximum extent possible, ventilation has been increased. Consider installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible, opening windows and doors, and making other modifications to increase the quantity of outside air and ventilation in offices and other spaces.
- Common areas and frequently touched objects (e.g., tables, doorknobs or handles, light switches) are disinfected on an hourly basis during business hours using EPA approved disinfectants and following the manufacturer's instructions for use.
- Fitness, training and weight sessions are scheduled to limit the number of individuals in a room at any given time and to allow adequate time between sessions (at least 30 minutes) for thorough disinfection of the room between sessions.
- Treatment (e.g., physical therapy or massage) is allowed only for urgent therapeutic intervention. Athletic trainers work with players to identify alternatives to direct touch for injury management.
- All practice equipment (e.g., balls) and fitness equipment (e.g., foam rollers, weight room and work-out equipment) is thoroughly disinfected between players, or to the extent possible, not shared among players.
- To the extent possible, all game equipment (e.g., balls, bats) is disinfected regularly or replaced frequently during the game.
- Players, coaches and employees are discouraged from making unnecessary physical contact with one another (e.g., high-fives, handshakes, fist bumps, etc.).
- The entire facility (locker rooms, medical rooms, fitness rooms, weight rooms, etc.) is cleaned at least daily, or between different training groups; restrooms and frequently touched areas/objects are cleaned more frequently when the facility is in use.
- Hand sanitizer, tissues and trash cans are available to employees at or near the entrances to the facility.

TO REPORT A VIOLATION
PLEASE CALL: (562) 570-2633 OR
EMAIL: CETASKFORCE@LONGBEACH.GOV

D. MEASURES THAT COMMUNICATE TO THE PUBLIC

- A copy of this protocol is posted at all entrances to the facility.
- Signage is posted that informs the public that there is no public access to the facility and that the public should not congregate outside the facility. To the extent possible, security personnel actively discourage the public from being on or around the facility grounds.

E. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES

- Not open to the public, not applicable at this time.

Any additional measures not included above should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Business Contact Name:

Phone number:

Date Last Revised:

**TO REPORT A VIOLATION
PLEASE CALL: (562) 570-2633 OR
EMAIL: CETASKFORCE@LONGBEACH.GOV**