

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

Recent Updates: (Changes are highlighted in yellow)

12/12/20:

- Updated to clarify that referees who are actively officiating a game, match or contest on the field or court may remove their face coverings while actively engaged in officiating. All others, including those on the sidelines, must wear a face covering at all times.
- Updated to clarify that players who are playing in a game and leave the game temporarily may remain on the sidelines without a face covering in order to cool down and recover so that they may return to game play. Players who leave the game and are not returning to the game must wear a face covering while on the sidelines as soon as they are sufficiently cooled down.
- Face coverings must be worn by employees working in cubicles, including cubicles equipped with partitions. This is a temporary measure in compliance with the temporary HEALTH OFFICER ORDER issued on November 28, 2020. The requirement is effective from 12:01AM (PST) on November 30, 2020 until further notice.
- At all times when eating or drinking, employees must maintain a 6-foot distance from others and should do so outdoors. Eating or drinking at a cubicle or workstation is preferred to eating in a breakroom.
- On-air talent may remove face coverings while on-air but must keep their face covering on at all other times. On-air reporters that conduct interviews with players, coaches and others must keep their face covering on during interviews.

11/28/20: Updated to require non-essential operations at Professional Sports Facility to close between the hours of 10:00 p.m. and 5:00 a.m. in compliance with the Limited Stay at Home Order of the State Health Officer, issued November 19, 2020. The Limited Stay at Home Order takes effect at 10:00 p.m. on November 21, 2020 and extends through December 27, 2020 at 5:00 a.m. Also updated to require a check for whether an individual is under isolation or quarantine orders before entering the facility.

The County of Los Angeles Department of Public Health is adopting a staged approach, supported by science and public health expertise, to allow competitive sports to resume. 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 DPH protocols for retail establishments.
- Sports Leagues that have office-based worksites must comply with DPH protocols for office-based worksites.
- Sports Leagues that operate restaurants to provide meals to employees and players must comply with DPH protocols for restaurants.

Note that Professional Sports Leagues and Facilities must comply with the Limited Stay at Home Order issued by the State Health Officer on November 19, 2020. The Stay at Home Order takes effect on November 21, 2020 at 10:00 p.m. and directs all non-essential businesses to cease in-person operations between the hours of 10:00 p.m. and 5:00 a.m. All sporting events, meetings, practices, and other in-person activities with individuals from various households must end at 10:00 p.m. This order is in effect through December 27, 2020 at 5:00 a.m. For more information on the Limited Stay at Home Order, please visit the State's [Frequently Asked Questions](#) page.

Please note: This document may be updated as additional information and resources become available so be sure to check the LA County website <http://www.ph.lacounty.gov/media/Coronavirus/> 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:

**Maximum Occupancy,
per Fire Code:**

**Approximate total square
footage of space open to the
public:**

**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.
- 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.
- Employees are provided information on employer or government-sponsored leave benefits the employee may be entitled to receive that would make it financially easier to stay at home. See additional information on [government programs supporting sick leave and worker’s compensation for COVID-19](#), including employee’s sick leave rights under the [Families First Coronavirus Response Act](#) and employee’s rights to workers’ compensation benefits and presumption of the work-relatedness of COVID-19 pursuant to the Governor’s [Executive Order N-62-20](#).

- ❑ [Screenings](#) are conducted before employees may enter the workspace. Checks must include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and **whether the individual is currently under isolation or quarantine orders**. These checks can be done remotely or in person upon the employees' arrival. A temperature check should also 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.
- ❑ Professional athletes are expected to adhere to the same quarantine and isolation standards as the general public to protect the health and safety of our communities. Any non-hospitalized laboratory-confirmed or probable COVID-19 player or staff must be isolated immediately in accordance with the CDC's symptom-based strategy or, if without symptoms (asymptomatic), the time-based strategy for ending home isolation for COVID-19.
- ❑ Teams have the option to implement a modified full 14-day quarantine protocol only for asymptomatic essential players and staff that are close contacts of a person with laboratory-confirmed or probable COVID-19 provided they adhere to the following:
 - Administer, at minimum, a daily PCR test to each close contact, for 14 days from the last date of known exposure to the positive case.
 - Close contacts who remain asymptomatic and have a negative test result each day are permitted to engage in essential team activities including training, practice and games provided they remain isolated from other players and employees whenever feasible (including, whenever possible, not sharing locker rooms, bathrooms, equipment, and transportation) and use a medical grade face mask at all times except for players who are practicing or playing in a game.
 - Players and staff who are identified as close contacts are only permitted to be at their team facility or team sporting arena and at a residence where they can observe quarantine requirements; while not participating at a required team activity, they are not permitted to be in any other public or private settings or engage in any other public or private activities with other people except for obtaining needed medical services. All close contacts are under quarantine orders that must not potentially expose any member of the public, including reporters and announcers, and must adhere to the quarantine requirements at all times that they are not physically at the sporting venue, clubhouse, or participating in an essential team activity. As much as possible, they must also separate themselves from other household contacts and pets in their residence to prevent spread of the disease that can occur before a person knows they are sick or if they are infected without feeling symptoms.
 - All work associated travel and travel to and from their place of residence for the team and staff needs to be via private charters both between and within cities, in a manner that does not expose any member of the public. Players or staff should not be using public transport, ride shares, or similar shared transportation services.
 - Teams must have a plan in place on how to deal with positive test results on the road. This plan must include the ability to immediately isolate the positive case and notify and quarantine all close contacts.
 - Organizations that implement modified quarantines must publicly acknowledge the risk they are accepting on behalf of their employees and sporting event staff. Testing, regardless of frequency, is not a replacement for quarantine of close contacts to individuals diagnosed with or suspected of having COVID-19. The modified quarantine protocol does increase the risk of exposure to others.
- ❑ Employees who have contact with others are offered, at no cost, an appropriate face covering that covers the nose and mouth. The covering is to be worn by the employee at all times during the workday when in contact or likely to come into contact with others. Employees who have been instructed by their medical provider that they should not wear a face covering should wear a face shield with a drape on the bottom

edge, to be in compliance with State directives, as long as their condition permits it. A drape that is form fitting under the chin is preferred. Masks with one-way valves should not be used. Employees need not wear a face covering when the employee is alone in a private office or a cubicle with a solid partition that exceeds the height of the employee when standing. 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. During spectator-free games, players who are playing in a game and leave the game temporarily may remain on the sidelines without a face covering in order to cool down and recover so that they may return to game play. Players who leave the game and are not returning to the game must wear a face covering while on the sidelines as soon as they are sufficiently cooled down.

- In compliance with HEALTH OFFICER ORDER FOR CONTROL OF COVID-19: TIER 1 SUBSTANTIAL SURGE RESPONSE issued November 28, 2020, all employees must wear face coverings at all times except when working alone in private offices with closed doors or when eating or drinking. The exception made previously for employees working in cubicles with solid partitions exceeding the height of the employee while standing is overridden.
- To ensure that masks are worn consistently and correctly, employees are discouraged from eating or drinking except during their breaks when they are able to safely remove their masks and physically distance from others. At all times when eating or drinking, employees must maintain at least a six-foot distance from others. When eating or drinking, it is preferred to do so outdoors and away from others. Eating or drinking at a cubicle or workstation is preferred to eating in a breakroom if eating in a cubicle or workstation provides greater distance from and barriers between workers.
- Occupancy is reduced and space between employees is maximized in any room or area used by employees for meals and/or breaks. This has been achieved by:
 - Posting a maximum occupancy that is consistent with enabling a distance of at least six feet between individuals in rooms or areas used for breaks;
 - Staggering break or mealtimes to reduce occupancy in rooms or areas used for meals and breaks; and
 - Placing tables six feet apart and assuring six feet between seats, removing or taping seats to reduce occupancy, placing markings on floors to assure distancing, and arranging seating in a way that minimizes face-to-face contact. Use of partitions is encouraged to further prevent spread but should not be considered a substitute for reducing occupancy and maintaining physical distancing.
- Employees are instructed to wash or replace their face coverings daily.
- In the event that 3 or more cases are identified within the workplace within a span of 14 days the employer must report this cluster to the Department of Public Health at (888) 397-3993 or (213) 240-7821. If a cluster is identified at a worksite, the Department of Public Health will initiate a cluster response which includes providing infection control guidance and recommendations, technical support and site-specific control measures. A public health case manager will be assigned to the cluster investigation to help guide the facility response. Players and staff must cooperate with the local health authority's confidential case investigation and contact tracing efforts, and the League and Teams should require this cooperation.
- 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 LA County Department of Public Health 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:
 - Locker rooms _____
 - Weight rooms _____

- Training rooms _____
- Restrooms _____
- 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):

- Employees are allowed frequent breaks to wash their hands.
- 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.
- For outdoor operations, there is a heat illness prevention plan and written procedures in both English and the language understood by the majority of the employees. The plan is available to employees at the worksite. Please see Cal/OSHA heat illness prevention page for resources, including FAQs, a webinar and a sample written plan. Elements of a heat illness prevention plan must include:
 - Access to potable drinking water
 - Access to shade
 - Cool down breaks
 - Emergency procedures for heat illness cases
 - High heat procedures when the temperature exceeds 95 degrees
 - Monitoring employees who are acclimatizing during a heat wave
 - Training on heat illness prevention and symptoms

Optional—Describe other measures:

B. MEASURES TO ENSURE PHYSICAL DISTANCING

- The facility is not open to the public for any purpose until further notice, except if the facility has a retail store. Retail stores may be open only on non-game-days and must operate in compliance with DPH protocols for retailers.
- To the extent possible, security personnel actively discourage the public from being on or around the facility grounds.
- 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-foot 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 the extent possible, team practices are conducted such as to minimize physical contact between players and others.
- Employees on-site at any time are limited to those who are essential to team operations on any given day. To the extent possible, teams and the facility operator have implemented a tier-based system that assigns each employee who is allowed on-site to a "tier" based on his/her job duties. For each group of employees within a tier, access to areas of the facility is limited to areas they need to access in order to carry out their job duties. Tiers should be developed with the goal of limiting contact between groups of employees such that if one employee is found to be infected, it enables the employer to easily identify the employees within a tier who may have been exposed to the infected employee.
- 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.). To the extent possible, all individuals admitted to the facility have been instructed to maintain a physical distance of at least 6 feet and wear a face covering, and access to the facility has been limited to certain areas based on an employee's assigned tier. **During spectator-free games, referees who are actively officiating a game or match may remove their face coverings while on the field or court. All others, including referees who are on the sidelines, must wear a face covering at all times.**
- During intra-squad practice games, facility occupancy is limited to those employees who are essential. All individuals admitted to the facility have been instructed to maintain a physical distance of at least 6 feet and wear a face covering, and access to the facility has been limited to certain areas based on an employee's assigned tier.
- 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 wear a face covering, and access to the facility has been limited to certain areas based on an employee's assigned tier.
- 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.
- Visitors arriving at the establishment are reminded to wear a face covering at all times (except while eating or drinking, if applicable) while in the establishment or on the grounds of the establishment. This applies to all adults and to children 2 years of age and older. Only individuals who have been instructed not to wear a face covering by their medical provider are exempt from wearing one. To support the safety of your employees and other visitors, a face covering should be made available to visitors who arrive without them.
- Symptom checks are conducted before visitors may enter the facility. Checks must include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills **and whether the individual is currently under isolation or quarantine orders.** These checks can be done in person or through alternative methods such as on-line check in systems or through [signage](#) posted at the entrance to the facility stating that visitors with these symptoms should not enter the premises.
- 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.

D. CONSIDERATIONS FOR ON-AIR TALENT

- During spectator-free games, on-air talent, including pre-game reporters, play-by-play announcers, sideline reporters and others who appear on-camera before, during or after a live broadcast of a spectator-free game may remove their face coverings during times when they are on-air, provided that they are at least 6 feet from any other individual while they are on-air. At all other times, they must wear a cloth face covering.
- If possible, on-air talent should broadcast in an outdoor setting. On-air talent that is broadcasting from an

indoor booth setting must be positioned at least 6 feet from others in the booth, and if the booth is occupied by more than one on-air announcer, there must be [barriers](#) set up between them.

- Those who conduct interviews with players, coaches or others (e.g., sideline reporters) must keep their face coverings on at all times during interviews.

E. CONSIDERATIONS FOR VENUE SUPPORT OPERATIONS: SOUND, LIGHTING, ETC.

- Touchable surfaces are cleaned between shifts or between users, whichever is more frequent, including but not limited to working surfaces, tools, handles and latches, and controls on stationary and mobile equipment including surface in the cabs of all vehicles.
- Workers are required to wash hands or use sanitizer between the use of shared equipment such as workstation tools, radios, mobilized carts, and other items and allow paid work time to do so.
- Reusable PPE (such as face shields) and employer-owned and controlled equipment, such as hard hats, is sanitized at the end of each shift.
- Choke points and high-risk areas where workers must stand together, such as hallways, hoists, and elevators, have been identified and signage is posted to remind workers to take precautions while moving through these areas.
- Consider options to limit the number of workers needed in back-of-house production departments and/or identify ways they can complete tasks separately from each other.
- Where possible, standard working processes involving close contact (e.g., heavy lifting, working in confined spaces, etc.) have been evaluated and modified to decrease risk.
- Use of shared production items has been limited to a single worker or a function team (e.g., sound equipment should be handled by a designated person or team). All items are thoroughly cleaned between each use.
- All communication technology is disinfected before and after each use and tools are labeled with the name of each user to avoid inadvertent sharing of tools.
- Workers who handle keys, open car doors or touch others' items are allowed additional time to wash hands and/or use hand sanitizer.

F. 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.

G. 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:
