

COVID-19 Addendum

Roseburg Public Library meeting room use date: _____

As a result of the COVID-19 pandemic, Roseburg Public Library has established the following meeting room maximum capacities:

Ford Room: 25 people

Multipurpose Room 1: 3 people

Multipurpose Room 2: 3 people

Roseburg Public Library is operating in accordance with all Executive Orders applicable as of the date of the meeting room use.

This includes, but is not limited to, the Statewide Gatherings, Indoor Social Get-Together Guidance developed by the Oregon Health Authority. See attached "Exhibit A" incorporated herein in full by this reference. The undersigned acknowledges the State mandates described in "Exhibit A" and agrees to conduct all its operations in full compliance with "Exhibit A" as well as all Executive Orders applicable on the date of the meeting room use.

Name of organization

Print Name and Title

Signature

Date



Statewide Gatherings, Indoor Social Get-Together Guidance

This guidance applies statewide to gatherings and indoor social get-togethers

Effective Date: July 24, 2020

Definitions:

For purposes of this guidance:

- **“Gathering”** means a group of individuals meeting for a common purpose including faith-based, civic, cultural and other purposes, indoors or outdoors. A gathering does not include an indoor social get-together.
- **“Indoor social get-together”** means a group of individuals meeting for a common social or recreational purpose indoors. Indoor social get-togethers include but are not limited to indoor dinner parties, birthday parties, graduation parties, celebrations of any kind, potlucks, book clubs, game nights, and other similar indoor gatherings. Indoor social get-togethers do not include gatherings.

Maximum Capacity Limit:

- For phase 1 counties the maximum capacity for gatherings is:
 - 50 people indoors
 - 50 people outdoors
- For phase 2 counties the maximum capacity for gatherings is:
 - 50 people indoors
 - 100 people outdoors
- Statewide, no matter what phase a county is in, the maximum capacity for an indoor social get-together is:
 - 10 people indoors.

- The maximum capacity limits described in this guidance do not apply to gatherings or indoor social get-togethers at a location covered by other sector-specific Oregon Health Authority (OHA) guidance, as those locations have their own maximum capacity limits and other restrictions. Sector-specific locations to which OHA guidance applies includes, but is not limited to venues, restaurants and bars, retail locations, indoor and outdoor entertainment facilities, fitness related organizations, higher education institutions, schools, and child care programs.

General:

To the extent possible operators and organizers of gatherings and indoor social get-togethers should:

- Consider outdoor gatherings when possible.
- Encourage people to stay home if they have COVID-19 symptoms and/or if they are at risk for severe illness (over age 65 or have underlying medical conditions).
- Encourage guests to practice good hand hygiene with frequent handwashing for at least 20 seconds or to use hand sanitizer (60-95% alcohol content).
- Encourage guests to cover coughs/sneezes with elbow or tissue. If a guest uses a tissue, they should immediately throw the tissue away in the garbage and wash their hands.
- Encourage guests to avoid touching their face.
- Require guests to use masks, face shields or face coverings. If the [Statewide Mask, Face Shield, Face Covering Guidance](#) applies to the location where the gathering is being held, masks, face shields or face coverings are mandatory. Review [OHA sector-specific guidance](#) for locations where the Statewide Mask, Face Shield, Face Covering Guidance applies.
- Ensure that ventilation systems operate properly for indoor gatherings. Increase air circulation as much as possible by opening windows and doors, using fans, or employing other methods.

Distance and Occupancy:

Operators of gatherings are required to:

- Determine maximum occupancy of each indoor and outdoor area to maintain the requirement of at least six (6) feet of physical distance between parties, and limit number of individuals on the premises accordingly. Use 35 square feet per person as a guide to determine maximum occupancy.
- Maintain physical distance of at least six (6) feet between people, except that members of the same party can participate in activities, stand in line together and do not have to stay six (6) feet apart. A distance of at least six (6) feet must be maintained between parties.
- Determine seating and or configuration to comply with all physical distancing requirements.

- Assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may meet or crowd.
- Do not combine parties or allow shared seating for individuals not in the same party.
- Remove or restrict seating or standing areas to facilitate the requirement of at least six (6) feet of physical distance between parties.
- Prohibit people in different parties from meeting/crowding in any area of the facility, both indoor and outdoor, including in parking lots.
- Configure outdoor space to ensure that parties contain no more than 10 people. For example: do not set tables for more than 10 people at a table or configure concert seating in groups of more than 10 seats.

Operators of specific sectors must comply with their [sector specific guidance](#).

Cleaning and Disinfection:

Operators of gatherings are required to:

- Thoroughly clean all areas of gathering space prior to reopening after extended closure.
- Thoroughly clean the gathering space between events according to the cleaning and disinfection requirements.
- Use disinfectants that are included on the [Environmental Protection Agency \(EPA\) approved list](#) for the coronavirus SARS-CoV-2 virus. No product will be labeled for COVID-19 yet, but many products will have a label or information available on their websites about their effectiveness for human coronavirus.
- Assign a sanitation attendant or attendants to frequently clean and disinfect work areas, high-traffic areas, and commonly touched surfaces in areas accessed by workers and attendees/participants.
- Assign a sanitation attendant or attendants to clean restrooms hourly during the event, and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol-content hand sanitizer) during all events.

Operators of specific sectors must comply with their [sector specific guidance](#).

Additional guidance for operators of gatherings:

Operators of gatherings are required to:

- Review and implement the [Oregon General Guidance for Employers on COVID-19](#).
- Comply with any applicable [OHA sector guidance](#).
- Post [clear signs](#) listing COVID-19 symptoms, directing employees and attendees/participants with symptoms to stay or return home, and listing who to contact if they need assistance.

Additional Resources:

- [Signs you can post](#)
- [Statewide Mask, Face Shield, Face Covering Guidance](#)
- [CDC's Guidance for Administrators in Parks and Recreational Facilities](#)

Document Accessibility: For individuals with disabilities or individuals who speak a language other than English, OHA can provide information in alternate formats such as translations, large print, or braille. Contact Mavel Morales at 1-844-882-7889, 711 TTY or OHA.ADAModifications@dhsosha.state.or.us.