



DISTRICT OF PORT HARDY
COVID-19 FACILITY USE SAFETY PLAN APPLICATION

Date: _____

Name of person making application: _____

Phone number: _____ Email: _____

Type of event: _____ Number of attendees (including organizers): _____

Location: _____ Date: _____ Time: _____ am/pm to _____ am/pm

Food service: Y/N

Notes: _____

District Comment: _____

Sanitation to be provided: Alcohol Based Hand Sanitizer Alcohol Wipes Hand Washing Station with soap

Notes: _____

District Comment: _____

Physical Distancing Measures (note 2 metres is = to 6.5 feet)

Notes: _____

District Comment: _____

Recording names and numbers of attendees (to be kept for at least 14 days) No sign in sheets. *One person one pen.*

Name: _____ Phone # _____

Notes: _____

District Comment: _____

Signage and or handouts for communication of event

Notes: _____

District Comment: _____

Sporting Events, indicate special precautions to prevent the spread of COVID-19

Notes: _____

District Comment: _____

NOTES:

- All event organizers must ensure that they contain the attendance including bystanders to less than 50 people as per the Provincial Health Officers orders. It is also understood that this order could change at any time and organizers will have to adapt as required.
- Where a 2 metre (6.5 feet) separation between attendees can not be maintained masks must be worn.
- The District will consult and notify the RCMP and the Environmental Health Officer on each application.
- Event organizers must ensure that people experiencing symptoms of COVID-19 are not permitted to attend.
- A list of everyone in attendance must be kept on file by the person in charge for a minimum of 14 days and should any of the attendee's test positive for COVID-19 the organizer MUST notify the District immediately.
- Signage is encouraged as well as restricted access to area.
- Alcohol wipes and sanitizer are required to be provided during all events, do not use non alcohol-based sanitizers. Special consideration may be required for food service.

District Comment: _____

Approved By _____ Date: _____

Copy to be sent to RCMP and Environmental Health Officer via email