



INTERIM GUIDANCE FOR PROFESSIONAL SPORTS TRAINING FACILITIES DURING THE COVID-19 PUBLIC HEALTH EMERGENCY

When you have read this document, you can affirm at the bottom.

As of June 26, 2020

Purpose

This Interim Guidance for Professional Sports Training Facilities during the COVID-19 Public Health Emergency ("Interim COVID-19 Guidance for Professional Sports Training Facilities") was created to provide owners and managers of professional sports teams and their training facilities / training venues with precautions to help protect against the spread of COVID-19 as facilities re-open or continue to operate.

These guidelines are minimum requirements only and any employer is free to provide additional precautions or increased restrictions. These guidelines are based on the best-known public health practices at the time of Phase II of the State's reopening, and the documentation upon which these guidelines are based can and does change frequently. The Responsible Parties – as defined below – are accountable for adhering to all local, state and federal requirements relative to sports training activities. The Responsible Parties are also accountable for staying current with any updates to these requirements, as well as incorporating same into management and/or any Site Safety Plan.

Background

On March 7, 2020, Governor Andrew M. Cuomo issued [Executive Order 202](#), declaring a state of emergency in response to COVID-19. Community transmission of COVID-19 has occurred throughout New York. To minimize further spread, social distancing of at least six feet must be maintained between individuals, where possible.

On March 20, 2020, Governor Cuomo issued [Executive Order 202.6](#), directing all non-essential businesses to close in-office personnel functions. Essential businesses, as defined by Empire State Development Corporation (ESD) [guidance](#), were not subject to the in-person restriction, but were, however, directed to comply with the guidance and directives for maintaining a clean and safe work environment issued by the New York State Department of Health (DOH), and were strongly urged to maintain social distancing measures to the extent possible.

On April 12, 2020, Governor Cuomo issued [Executive Order 202.16](#), directing essential businesses to provide employees, who are present in the workplace, with a face covering, at no-cost, that must be used when in direct contact with customers or members of the public during the course of their work. On April 15, 2020, Governor Cuomo issued [Executive Order 202.17](#), directing that any individual who is over age two and able to medically tolerate a face-covering must cover their nose and mouth with a mask or cloth face-covering when in a public place and unable to maintain, or when not maintaining, social distance. On April 16, 2020, Governor Cuomo issued [Executive Order 202.18](#), directing that everyone using public or private transportation carriers or other for-hire vehicles, who is over age two and able to medically tolerate a face covering, must wear a mask or face covering over the nose and mouth during any such trip. It also directed any operators or drivers of public or private transport to wear

a face covering or mask which covers the nose and mouth while there are any passengers in such a vehicle. On May 29, 2020, Governor Cuomo issued [Executive Order 202.34](#), authorizing business operators/owners with the discretion to deny admittance to individuals who fail to comply with the face covering or mask requirements.

On April 26, 2020, Governor Cuomo [announced](#) a phased approach to reopen industries and businesses in New York in phases based upon a data-driven, regional analysis. On May 4, 2020, the Governor [provided](#) that the regional analysis would consider several public health factors, including new COVID-19 infections, as well as health care system, diagnostic testing, and contact tracing capacity. On May 11, 2020, Governor Cuomo [announced](#) that the first phase of reopening would begin on May 15, 2020 in several regions of New York, based upon available regional metrics and indicators. On May 29, 2020, Governor Cuomo [announced](#) that the second phase of reopening would begin in several regions of the state, and announced the use of a new early warning dashboard that aggregates the state's expansive data collection efforts for New Yorkers, government officials, and experts to monitor and review how the virus is being contained to ensure a safe reopening. On June 11, Governor Cuomo [announced](#) that the third phase of reopening would begin on June 12 in several regions of New York.

In addition to the following standards, both essential and non-essential businesses must continue to comply with the guidance and directives for maintaining clean and safe work environments issued by DOH.

Please note that where guidance in this document differs from other guidance documents issued by New York State, the more recent guidance shall apply.

Standards for Responsible Professional Sports Training Activities in New York State

No professional sports training activities can occur without meeting the following minimum State standards, as well as applicable federal requirements, including but not limited to such minimum standards of the Americans with Disabilities Act (ADA), Centers for Disease Control and Prevention (CDC), Environmental Protection Agency (EPA), and United States Department of Labor's Occupational Safety and Health Administration (OSHA).

The State standards contained within this guidance apply to all professional sports training activities in operation during the COVID-19 public health emergency until rescinded or amended by the State. The facility owner/manager, or another party as may be designated by the facility owner/manager (in either case, "the Responsible Parties") shall be responsible for meeting these standards.

The following guidance is organized around three distinct categories: people, places, and processes.

I. PEOPLE

A. Physical Distancing

- Responsible Parties must ensure that for any training, treatment, or work occurring indoors, the total occupancy is limited to 50% of the maximum occupancy for a particular area as set by the certificate of occupancy; and
- Responsible Parties must ensure that a distance of at least six feet is maintained among individuals at all times, unless safety or execution of the core activity requires a shorter distance (e.g. medical treatments for players). Any time individuals must come within six feet of another person, acceptable

face coverings must be worn. Individuals must be prepared to don a face covering if another person unexpectedly comes within six feet.

- Acceptable face coverings for COVID-19 include but are not limited to cloth-based face coverings and disposable masks that cover both the mouth and nose.
- However, cloth, disposable, or other homemade face coverings are not acceptable face coverings for workplace activities that typically require a higher degree of protection for personal protective equipment (PPE) due to the nature of the work. For those activities, N95 respirators or other PPE used under existing industry standards should continue to be used, as is defined in accordance with [OSHA guidelines](#).
- Responsible Parties should remind individuals that they are required to wear face coverings in shared spaces (e.g. lobby, corridors, elevators, common outdoor space) when a minimum six feet of separation is not possible.
- Face coverings may be removed when a player is engaged in physical activities, but appropriate measures must be taken to ensure that players engaged in physical activities can maintain social distancing at all times. These measures may include restrictions on the number of players in a practice room at any one time, or limits on the number players that can use a playing court (e.g. one player per basket for basketball teams).
- Responsible Parties should consider closing any common indoor or outdoor seating areas. To the extent that such spaces remain open, Responsible Parties must modify seating areas arrangements (e.g. chairs, tables) to ensure that individuals are at least six feet apart in all directions (e.g. side-to-side and when facing one another).
- Responsible Parties may modify the use and/or restrict the number of workstations or seating areas for their employees and players, so that individuals are at least six feet apart in all directions (e.g. side-to-side and when facing one another) and are not sharing workstations without cleaning and disinfection between use. When multiple players are using equipment in the same room (e.g. workout equipment, treatment tables), the facilities in use must be at least twelve feet apart. When distancing is not feasible between workstations or facilities, Responsible Parties must provide and require the use of face coverings or physical barriers (e.g. plastic shielding walls, in lieu of face coverings in areas where they would not affect air flow, heating, cooling, or ventilation).
 - If used, physical barriers should be put in place in accordance with [OSHA guidelines](#).
 - Physical barrier options may include: strip curtains, cubicles, plexiglass or similar materials, or other impermeable dividers or partitions.
- Responsible Parties should prohibit the use of small spaces (e.g. elevators, staff rooms, locker rooms) by more than one individual at a time, unless all individuals in such space at the same time are wearing acceptable face coverings. However, even with face coverings in use, occupancy must never exceed 50% of the maximum capacity of the space or vehicle, unless it is designed for use by a single occupant. Responsible Parties should increase ventilation with outdoor air to the greatest extent possible (e.g. opening windows and doors), while maintaining safety protocols. Responsible Parties should take additional measures to prevent congregation in elevator waiting areas and limit density in elevators, such as enabling the use of stairs.
- Responsible Parties must ensure that when employees, players, and team staff use transportation vehicles around facilities (e.g. golf carts), each vehicle is limited to single riders unless all occupants are wearing appropriate face coverings.
 - Vehicles used by essential maintenance staff (e.g. groundskeepers) may be shared provided that riders wear masks and gloves at all times.

- It is recommended that maintenance staff are assigned to pairs/small groups, to limit the number of close or proximate contacts.
 - All vehicles (e.g. golf carts, groundskeeper vehicles) must be cleaned and disinfected after use and before the vehicle is used by another individual.
- Responsible Parties should put in place measures to reduce bi-directional foot traffic using tape or signs with arrows in narrow aisles, hallways, or spaces, and post signage and distance markers denoting spaces of six feet in all commonly used areas and any areas in which lines are commonly formed or people may congregate (e.g. elevator entrances, escalators, lobbies, clock in/out stations, health screening stations).
- Responsible Parties must post signs throughout the facilities, consistent with DOH COVID-19 signage. Responsible Parties can develop their own customized signage specific to their workplace or setting, provided that such signage is consistent with the Department’s signage. Signage should be used to remind individuals to:
 - Cover their nose and mouth with a mask or cloth face-covering when six feet of social distance cannot be maintained.
 - Properly store and, when necessary, discard PPE.
 - Adhere to physical distancing instructions.
 - Report symptoms of or exposure to COVID-19, and how they should do so.
 - Follow hand hygiene and cleaning and disinfection guidelines.
 - Follow appropriate respiratory hygiene and cough etiquette.

B. Gatherings in Enclosed Spaces

- Responsible Parties must limit in-person gatherings (e.g. team meetings, coaching de-briefings) to the greatest extent possible and use other methods such as video or teleconferencing whenever possible, per CDC guidance [“Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 \(COVID-19\)”](#). When videoconferencing or teleconferencing is not possible, Responsible Parties should hold meetings in open, well-ventilated spaces and ensure that individuals maintain six feet of social distance between one another (e.g. if there are chairs, leave space between chairs, have individuals sit in alternating chairs).
- Responsible Parties should encourage social distancing by limiting occupancy or closing non-essential amenities and communal areas that do not allow for social distancing protocols. If open, Responsible Parties must make hand sanitizer or disinfecting wipes available next to equipment near such amenities (e.g. vending machines, communal coffee stations, club houses).
- Responsible Parties may provide their players with individually bottled beverages and single-use food items in low- or no-touch dedicated spaces (e.g. in a designated room, spaced out on a table). Only one player should be present in the space at any one given time, and any players waiting in line to enter the room must maintain six feet of distance from one another. Players and individuals charged with re-stocking the room must perform hand hygiene before and after entry and wear a mask while in the room.
- Responsible Parties must put in place practices for adequate social distancing in small areas, such as restrooms and locker rooms, and signage and systems (e.g. flagging when occupied) to restrict occupancy when social distancing cannot be maintained in such areas.

- Responsible Parties should stagger schedules for their players and employees to observe social distancing (i.e., six feet of space) for any gathering (e.g. coffee breaks, meals, shift starts/stops).
- Non-essential common areas (e.g. dry saunas, steam rooms, cold tubs, oxygen or cryotherapy chambers) must remain closed.

C. Workplace Activity

- Only individual workouts are permitted at team facilities; group practices (e.g. scrimmages, pick-up games) are prohibited.
- Coaching may take place, but coaches must maintain adequate social distancing at all times, and Responsible Parties are encouraged to assign one coach/trainer per player to reduce the number of different contacts between players and staff members.
- Individual team staff members may provide medical treatment as appropriate, while ensuring appropriate PPE is used by such staff member for level of medical treatment provided, and while minimizing physical contact to the greatest extent possible.
- Responsible Parties are strongly advised to keep maintenance of facilities to the minimum standard that teams need to execute practices (e.g. no bunker rakes on a golf course, less frequent grooming on a clay tennis court).
- Responsible Parties must take measures to reduce interpersonal contact and congregation, through methods such as:
 - limiting in-person presence to only those staff who are necessary to be on site or individual team members and coaches who are using the facilities for personal training;
 - adjusting facility hours;
 - reducing on-site workforce and players to accommodate social distancing guidelines;
 - shifting design (e.g. A/B teams, staggered arrival/departure times);
 - prioritizing tasks that allow for social distancing (e.g. physical conditioning drills, HORSE) over those that do not (e.g. one on one, 5-3-1);
 - avoiding multiple players practicing/staff members working in one area by staggering scheduled tasks and practices, and using signs to indicate occupied areas; and/or
 - conducting remote educational meetings for players and essential staff prior to returning to facilities in order to clarify new rules and practices.

D. Movement and Commerce

- Responsible Parties should prohibit non-essential visitors from entering the facility, to the extent possible.
- Responsible Parties must establish designated areas for pickups and deliveries, limiting contact to the extent possible.
- Responsible Parties should limit on-site interactions (e.g. designate an egress for individuals leaving training and a separate ingress for individuals starting) and movements (e.g. players should use the fewest necessary number of facilities).

- Responsible Parties should limit the numbers of entrances in order to (1) manage the flow of visitors into the building and (2) facilitate health screenings, as described below in Section III “Processes,” Subsection A “Screening and Testing,” while remaining in compliance with fire safety regulations.
 - Responsible Parties must develop a plan for people to maintain six feet of social distance while queuing inside or outside of the building for screening, as applicable.

II. PLACES

A. Protective Equipment

- In addition to the necessary PPE as required for certain workplace activities, Responsible Parties must procure, fashion, or otherwise obtain acceptable face coverings, and provide such coverings to their employees, players, and team staff while at work at no cost to the employee, player, or team staff. An adequate supply of face coverings, masks and other required PPE should be on hand in the event an employee needs a replacement. Acceptable face coverings include, but are not limited to, cloth (e.g. homemade sewn, quick cut, bandana), surgical masks, N95 respirators, and face shields.
- Face coverings must be cleaned or replaced after use and may not be shared. Please consult the CDC [guidance](#) for additional information on cloth face coverings and other types of PPE well as instructions on use and cleaning.
 - Note that cloth face coverings or disposable masks shall not be considered acceptable face coverings for workplace activities that impose a higher degree of protection for face covering requirements. For example, if N95 respirators are traditionally required for specific activities, a cloth or homemade mask would not suffice. Responsible Parties must adhere to OSHA standards for such safety equipment.
- Responsible Parties must allow their employees, players, and team staff to use their own acceptable face coverings but cannot require their employees, players, and team staff to supply their own face coverings. Further, this guidance shall not prevent employees, players, and team staff from wearing their personally owned additional protective coverings (e.g. surgical masks, N95 respirators, or face shields), or if the Responsible Parties otherwise requires employees and contractors to wear more protective PPE due to the nature of their work. Employers should comply with all applicable OSHA standards.
- Responsible Parties must train their employees, players, and team staff on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings.
- Responsible Parties must advise employees, players, and team staff to wear face coverings in common areas including elevators, lobbies, and when traveling around the facility.
 - Responsible Parties should follow the Office Workspaces Guidelines for any activities taking place in offices.
- Responsible Parties must ensure that their employees, players, and team staff wear face coverings when interacting with one another and/or other individuals within six feet distance AND without a physical barrier (e.g. plexiglass).
- Responsible Parties should install physical barriers at reception and security desks.

- As mentioned above in Section I “PEOPLE,” Subsection A “Physical Distancing,” physical barriers (e.g. plexiglass or similar materials) should be put in place in accordance with [OSHA guidelines](#).
- Responsible Parties must put in place measures to limit the sharing of objects, such as equipment, cups, materials, and vehicles, as well as the touching of shared surfaces, such as touchscreens, as safety allows; or, require employees, players, and team staff to wear gloves (trade-appropriate or medical) when in contact with shared objects or frequently touched surfaces if practicable; or, require employees, players, and team staff to perform hand hygiene before and after contact.

B. Hygiene, Cleaning, and Disinfection

- Responsible Parties must ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including “[Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#),” and the “STOP THE SPREAD” poster, as applicable. Responsible Parties must maintain logs that include the date, time, and scope of cleaning and disinfection.
- Responsible Parties must provide and maintain hand hygiene stations on site, as follows:
 - For handwashing: soap, running warm water, disposable paper towels, and a lined garbage can.
 - For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
 - Make hand sanitizer available throughout common areas in the building (e.g. lobbies). It should be placed in convenient locations, such as at entrances, exits, elevators, and security/reception desks. Touch-free hand sanitizer dispensers should be installed where possible.
 - Responsible Parties should place signage near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; hand sanitizer is not effective on visibly soiled hands.
 - Place receptacles around the building for disposal of soiled items, including PPE.
- Responsible Parties must provide appropriate cleaning and disinfection supplies for shared and frequently touched surfaces and encourage their employees, players, and team staff to use these supplies following manufacturer’s instructions for use before and after use of these surfaces, followed by hand hygiene.
- Responsible Parties must conduct regular cleaning and disinfection of the site and more frequent cleaning and disinfection for high risk areas used by many individuals, for frequently touched surfaces, and potentially absorbent items (e.g. cloth workout bands, ropes). Cleaning and disinfection must be rigorous and ongoing and should occur at least after each practice or workout, daily at a minimum, or more frequently as needed. Please refer to DOH’s “[Interim Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#)” for detailed instructions on how to clean and disinfect facilities.
 - Responsible Parties must ensure regular cleaning and disinfection of restrooms. Restrooms should be cleaned and disinfected more often depending on frequency of use.
 - Responsible Parties must ensure distancing rules are adhered to by using signage, occupied markers, or other methods to reduce restroom capacity where feasible.
 - Responsible Parties must ensure that items requiring laundering be done at the warmest appropriate water setting, per CDC guidelines.

- Responsible Parties must ensure that equipment and tools are regularly cleaned and disinfected using registered disinfectants, including at least as often as employees, players, and team staff change practice facilities or workstations, or move to a new set of equipment or tools. Refer to the Department of Environmental Conservation (DEC) [list of products](#) registered in New York State and identified by the EPA as effective against COVID-19.
- If cleaning or disinfection products or the act of cleaning and disinfection causes safety hazards or degrades the material or machinery, Responsible Parties must put in place hand hygiene stations for between use and/or supply disposable gloves and/or limitations on the number of employees using such machinery.
- Responsible Parties must provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces (e.g. elevators, lobbies, building entrances, badge scanners, restrooms, handrails, door handles, vending machines, communal coffee stations, club houses).
- CDC guidelines on "[Cleaning and Disinfecting Your Facility](#)" if someone is suspected or confirmed to have COVID-19 are as follows:
 - Close off areas used by the person suspected or confirmed to have COVID-19. Affected areas need to be closed off and cleaned and disinfected.
 - Shared building spaces used by the individual must also be shut down, cleaned and disinfected (e.g. elevators, lobbies, outdoor common space).
 - Responsible Parties must immediately communicate information about individuals suspected or confirmed to have COVID-19 to all impacted entities occupying space in the building and inform them of which common spaces are shut down and once they are re-opened.
 - Open outside doors and windows to increase air circulation in the area.
 - Wait 24 hours before you clean and disinfect. If 24 hours is not feasible, wait as long as possible.
 - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, bathrooms, common areas, and shared equipment.
 - Once the area has been appropriately cleaned and disinfected, it can be re-opened for use.
 - Employees, players, and team staff without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the work area immediately after cleaning and disinfection.
 - Refer to DOH's "[Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure](#)" for information on "close or proximate" contacts.
 - If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection should continue.
- Responsible Parties must prohibit shared food and beverages among employees, players, and team staff (e.g. self-serve meals and beverages), encourage individuals to bring lunch from home, and reserve adequate space for employees to observe social distancing while eating meals.
- Responsible Parties must prohibit the sharing of personal items between players and coaches (e.g. towels, drinking cups, water bottles, clothing).
- Responsible Parties are encouraged to adapt elements of training facilities to minimize the amount of contact needed in order to use them (e.g. golf holes filled in for easy ball retrieval).

C. Phased Reopening

- Responsible Parties are encouraged to phase-in reopening activities so as to allow for operational issues to be resolved before production or work activities return to normal levels. Responsible Parties should consider limiting the number of employees, players, team members, and hours, available to be served when first reopening so as to provide operations with the ability to adjust to the changes.

D. Communications Plan

- Responsible Parties must affirm that they have reviewed and understand the state-issued industry guidelines, and that they will implement them.
- Responsible Parties should develop a communications plan for employees, players, and team staff that includes applicable instructions, training, signage, and a consistent means to provide employees, players, and team staff with information. Responsible Parties may consider developing webpages, text and email groups, and social media.
- Responsible Parties should encourage individuals to adhere to CDC and DOH guidance regarding the use of PPE, specifically face coverings, when a social distance of six feet cannot be maintained, through verbal communication and signage.
- Responsible Parties should post signage inside and outside of the building to remind individuals to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfection protocols.
- Responsible Parties should coordinate with team management to receive a list of essential visitors expected to enter the building.

III. PROCESSES

A. Screening and Testing

- Responsible Parties must test all players, team staff, and facility employees prior to their first return to the facility.
- Responsible Parties must implement mandatory daily health screening practices of their employees, players, and team staff.
 - Screening practices may be performed remotely (e.g. by telephone or electronic survey), before the employees, players, and team staff report to the facility, to the extent possible; or may be performed on site.
 - Screening should be coordinated to prevent employees, players, and team staff from intermingling in close or proximate contact with each other prior to completion of the screening.
 - At a minimum, screening is required for all employees, players, and team staff and completed using a questionnaire that determines whether the employees, players, and team staff has:
 - (a) knowingly been in close or proximate contact in the past 14 days with anyone who has recently tested positive for COVID-19 or who has or had symptoms of COVID-19;
 - (b) tested positive for COVID-19 in the past 14 days; and/or

(c) has experienced any symptoms of COVID-19 in the past 14 days.

- Responsible Parties should coordinate with team managers to facilitate screening. Screening best practices include:
 - If space and facility configuration allow, screen individuals at or near the building entrance to minimize the impact in case of a suspected or confirmed case of COVID-19.
 - Allow for adequate social distancing while individuals queue for screening and/or building entry.
 - Coordinate with tenants to identify individuals who have completed a remote screening.
 - Admit only individuals who have been screened either remotely by tenants or upon arrival.
 - Use contactless thermal cameras in building entrances to identify potentially symptomatic individuals and direct them to a secondary screening area to complete a follow-on screening.
- Refer to CDC guidance on "[Symptoms of Coronavirus](#)" for the most up to date information on symptoms associated with COVID-19.
- Responsible Parties must require employees, players, and team staff to immediately disclose if and when their responses to any of the aforementioned questions changes, such as if they begin to experience symptoms, including during or outside of work hours.
- In addition to the screening questionnaire, temperature checks may also be conducted per U.S. Equal Employment Opportunity Commission or DOH guidelines. Responsible Parties are prohibited from keeping records of employee health data (e.g. the specific temperature data of an individual), but are permitted to maintain records that confirm individuals were screened and the result of such screening (e.g. pass/fail, cleared/not cleared).
- Responsible Parties must ensure that any personnel performing screening activities, including temperature checks, are appropriately protected from exposure to potentially infectious employees, players, and team staff entering the facility. Personnel performing screening activities should be trained by employer-identified individuals who are familiar with CDC, DOH, and OSHA protocols.
- Screeners must be provided and use PPE, including at a minimum, a face mask, and may include gloves, a gown, and/or a face shield.
- An individual who screens positive for COVID-19 symptoms must not be allowed to enter the training facility and must be sent home with instructions to contact their healthcare provider for assessment and testing.
 - Responsible Parties should provide such individuals with information on healthcare and testing resources.
 - Responsible Parties must immediately notify the state and local health department about the case if test results are positive for COVID-19.
- Responsible Parties should refer to DOH's "[Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure](#)" regarding protocols and policies for employees seeking to return to work after a suspected or confirmed case of COVID-19 or after the employee had close or proximate contact with a person with COVID-19.

- Responsible Parties must designate a central point of contact, which may vary by activity, location, shift or day, responsible for receiving and attesting to having reviewed all questionnaires, with such contact also identified as the party for individuals to inform if they later are experiencing COVID-19-related symptoms, as noted on the questionnaire.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan, for employees, players, and team staff.
 - When notified of a positive case, the site safety monitor must notify the contacts of all impacted entities occupying shared spaces of the positive cases and the respective cleaning and disinfection procedures taken.
 - The site safety monitor is responsible for receiving and attesting to having reviewed all employees, players, and team staff's questionnaires, with such contact also identified as the party for employees, players, and team staff to inform if they later are experiencing COVID-19-related symptoms, as noted on the questionnaire.
- To the extent possible, Responsible Parties should maintain a log of every person, including employees, players, and team staff who may have close or proximate contact with other individuals at the work site or area; excluding deliveries that are performed with appropriate PPE or through contactless means. Log should contain contact information, such that all contacts may be identified, traced and notified in the event an employees, players, and team staff is diagnosed with COVID-19. Responsible Parties must cooperate with state and local health department contact tracing efforts.

B. Tracing and Tracking

- Responsible Parties must notify the state and local health department immediately upon being informed of any positive COVID-19 test result by an employee, players, or team staff at their facility.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan.
- In the case of an employee, player, or team staff testing positive, the Responsible Parties must cooperate with the state and local health department as required to trace all contacts in the workplace, and the state and local health department where the facility is located must be notified of all individuals who entered the site dating back 48 hours before the employee, player, or team staff first experienced COVID-19 symptoms or tested positive, whichever is earlier. Confidentiality must be maintained as required by federal and state law and regulations.
 - In the case of an employee, player, or team staff, showing symptoms while in the workplace, Responsible Parties must notify all entities occupying space in the building immediately with information on where the individual has been throughout the building and notify them if the symptomatic employee, player, or team staff tests positive.
- State and local health departments may, under their legal authority, implement monitoring and movement restrictions of infected or exposed persons including home isolation or quarantine.
- Individuals who are alerted that they have come into close or proximate contact with a person with COVID-19, and have been alerted via tracing, tracking or other mechanism, are required to self-report to their employer at the time of alert and shall follow the protocol referenced above.

IV. EMPLOYER PLANS

Responsible Parties must conspicuously post completed safety plans on site. The State has made available a business reopening safety plan template to guide business owners and operators in developing plans to protect against the spread of COVID-19.

Additional safety information, guidelines, and resources are available at:

New York State Department of Health Novel Coronavirus (COVID-19) Website
<https://coronavirus.health.ny.gov/>

Centers for Disease Control and Prevention Coronavirus (COVID-19) Website
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Occupational Safety and Health Administration COVID-19 Website
<https://www.osha.gov/SLTC/covid-19/>

At the link below, affirm that you have read and understand your obligation to operate in accordance with this guidance:

<https://forms.ny.gov/s3/ny-forward-affirmation>