



COVID-19 Action Plans, Policies & Protocols

Always in accordance with mandates established by NEC's home county of St Charles and by the State of Missouri and consulting and complying as appropriate with USEF Requirements and Recommendations for Operating USEF-Licensed Competitions in the COVID-19 Environment.

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A. Purpose & Scope

The National Equestrian Center is committed to ensuring the safety and welfare of all our organizers, staff members, exhibitors, participants and guests. As we respond to a new and still changing pandemic environment, we have established and instituted a series of centralized requirements and recommendations for our NEC Staff as well as for the public with whom we have contact here at the Facility. The development of and the adjustments to our plans, policies and protocols has relied heavily on public health experts such as the Center for Disease Control (CDC), the governing bodies of the State of Missouri and the Department of Public Health for St. Charles County wherein The NEC is located.

While there is no way to eliminate all risks related to COVID-19, our plans, policies and protocols strive to decrease the risk of acquiring and spreading COVID-19 infection. Our intention is to ensure that organizers and participants (including USEF's) are observing and complying with the most relevant guidance from federal, state, and local public health officials. As their guidance continues to change, the content of our plans, policies and protocols will be modified to reflect those changes.

Imperative to our success, those who come to NEC must acknowledge and agree that the current pandemic situation requires each and every one of us take personal responsibility for the health, safety, and welfare of ourselves, our family members, our colleagues and our peers in the event and competition environment. Whether organizer, staff member, exhibitor, participant, vendor, support personnel or guest, everyone must exercise caution, take precautionary measures, be accountable, and utilize good judgement at all times while interacting with one another at NEC.

These requirements and recommendations for hosting and operating competitions and/or events at NEC are in effect immediately and until further notice; however, they may be subject to modification. See previous paragraphs above.

NEC will continue to stay informed and to weigh the advice and direction of both government authorities and governing equestrian bodies. For the latest information regarding the COVID-19 outbreak in St. Charles County, please visit www.sccmo.gov.



B. Definitions *(for the purposes of this document only)*

CDC – Centers for Disease Control.

Competition Area/Schooling Area - Any reference to competition area and/or schooling area includes rings, arenas, fields, lunging barns, and any other areas designated for competition, schooling or exercise purposes.

Close Contact – Close contact shall be defined by the CDC. Currently, close contact occurs when someone is within six (6) feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period* beginning two (2) days before illness onset (or, for asymptomatic patients, two (2) days prior to test specimen collection) until the time the patient is isolated. The status of mask wearing – either on or off – during exposure is irrelevant. ****Individual exposures added together over a 24-hour period (e.g., three 5-minute exposures for a total of 15 minutes).***

Anyone who has been in contact with an individual who is confirmed or suspected to be COVID-19-positive should quarantine in accordance with St. Charles County, MO Guidelines.

COVID-19 Incident or Outbreak – An incident is defined as a report of any COVID-19 related event or occurrence including, but not limited to, an individual who is exhibiting symptoms of COVID-19. An outbreak is defined as multiple COVID-19 related incidents or occurrences.

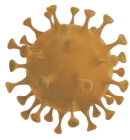
Event Officials - Any individuals participating in an organized activity, event or competition hosted directly by NEC or licensed by NEC via an executed license agreement and performing operational and/or administrative duties to support said activity, event or competition. Individuals participating in an educational capacity (e.g. apprentices, auditors, training program members, clinicians, instructors, etc.) are also considered Event Officials and must comply with all applicable requirements established by NEC's action plans, policies and protocols.

Event Organizer –Event Organizer includes any individual or entity that acts as competition and/or event manager, licensee, and includes any designee(s) with management authority over the competition/event and its operations.

Event Staff – Event staff includes any individual who is employed or contracted by event management and/or licensee. Event staff includes but is not limited to ring crews, jump crews, stabling crews, awards crew, show/event office staff, medical personnel, in-gate personnel, paddock managers/stewards, announcers, licensed officials, scribes, etc.

Face Masks – Any reference to face masks includes cloth face coverings, N-95, KN-95 and surgical masks. When masking is required, face masks and face coverings must fully cover the and the mouth while being worn.

****The CDC recommends wearing cloth face coverings in public settings where physical distancing measures are difficult to maintain. Cloth face coverings should fit snugly but comfortably against the side of the face, be secured with ties or ear loops, include multiple layers of fabric, allow for breathing without restriction and be able to be laundered and machine dried without damage or change to shape.*



Continued Definitions *(for the purposes of this document only)*

Guests – refers to the general public, fans, or any individuals who are not directly involved in the competition by way of being a participant, a member of event staff, a service provider (e.g. media or photographer), volunteer, or other support personnel (farrier, veterinarian, etc.).

Isolation – Separation of a person or group of people known or reasonably believed to be infected with a communicable disease and potentially infectious, from those who are not infected to prevent the spread of the communicable disease.

Participants – Any reference to Participants includes owners, animal lessees, riders, athletes, parents, vaulters, drivers, trainers, coaches, longeurs, navigators, personal care assistants (PCAs), and any other required support personnel/staff that are essential for providing care to on-site animals and/or athletes.

PPE – Personal Protection Equipment.

Quarantine – Separation of a person or group of people, known or reasonably believed to have been exposed to a communicable disease but are not yet symptomatic, from others who have not yet been exposed, to prevent the possible spread of the communicable disease.

Physical Distancing – means keeping a minimum of 6 feet (about 2 arms' length) space between yourself and other people outside your immediate household, as well as avoiding congregate settings or a concentration of individuals in a single area.

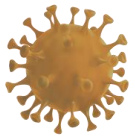
- **Immediate Household** – Individuals consistently living in the same house or dwelling. Members of a household may or may not be related. In this document, immediate household may also be referred to as same household or own household.

SCC Dept of Health – St Charles County Department of Health oversees mandates and recommendations influencing NEC's plans, policies and protocols. For more information directly provided by SCC Dept of Health, please visit <https://www.sccmo.org/2105/COVID-19>

Service Providers – Service providers are those individuals or entities who provide direct services contracted by event management and/or licensee. Service providers include but are not limited to vendors, feed suppliers, photographers, videographers, media, cleaning providers (including portable restroom service), and waste disposal personnel.

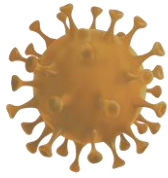
Support Personnel - Support personnel are those individuals employed or contracted by Participants to provide care or services to horses and/or participants. Support personnel includes, but is not limited to, veterinarians, farriers, equine therapists, grooms, and braiders, etc.

Symptoms – Symptoms of COVID-19 include, but are not limited to, measured fever of 99.5° F or higher, cough, and shortness of breath and/or difficulty breathing. Additional symptoms may include sore throat, muscle pain, headache, chills/shaking, or newly developed loss of taste or smell.



Continued Definitions *(for the purposes of this document only)*

Temperature Monitoring – The daily (or alternatively defined period) non-contact body temperature testing utilizing technology that scans forehead temperature (temporal or infrared thermometer) to measure an individual’s body temperature to verify no fever is present. For purposes of this document, NEC defines a fever as an elevated body temperature of 99.5° F or higher.



NEC Requirements for Licensees and Event Organizers

C. General

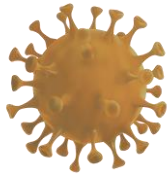
All Event Organizers and Licensees must operate their activities, events and competitions in accordance with NEC's policies and protocols. When an activity, event or competition conducted at NEC is recognized and/or licensed by the United States Equestrian Federation (USEF), Event Organizers must also operate under the USEF COVID-19 Action Plan for USEF-Licensed Competitions (Plan).

There will be times when NEC and USEF requirements, regulations and recommendations may differ. In these instances, the more restrictive requirements, regulations and recommendations will prevail and supersede all others (e.g. masking may not be required by St Charles County and the NEC but is required at a USEF licensed competition).

If event organizers have any questions, please contact Tracy Miller, NEC Events Coordinator, by email at tmiller@necstl.com or by phone at (636) 561-8080.

D. Agreements

- Licensees and event organizers shall ensure that all event organizers, event staff, event officials, support personnel, service providers, exhibitors, participants and guests provide emergency contact information and execute an updated NEC Waiver and Release of Liability, Assumption of Risk and Indemnity Agreement (included in Facility License Agreement and available from NEC Services Office) as a condition of entry to the facility. Please ensure use of the updated form for all activities, events and competitions starting June 01, 2020, or after.
- Prior to the start of the NEC Licensed Event Term, Licensees shall review with all event organizers, event staff, event officials, support personnel, service providers, exhibitors, participants and guests, NEC's COVID-19 Action Plan including policies for entering NEC premises. NEC's Action Plan includes protocols for medical evaluation, isolation, and quarantine, and reporting. ***If a COVID-19 incident or outbreak occurs during or immediately following the Event Term, NEC Management must be notified.***
- Prior to the start of the Event Term, Licensees should inform (e.g., via prize list/omnibus, website, social media, email, etc.) event organizers, event staff, event officials, support personnel, service providers, exhibitors, and participants of protocols and safeguards implemented by NEC for their protection against spreading COVID-19 by providing them with a list of such measures.



E. Access

- Licensees and event organizers understand and agree that the following individuals are not allowed to enter NEC property including its competition grounds, stabling barns, administrative buildings and offices, banquet halls or lobbies:
 - Anyone who exhibits [COVID-19 symptoms](#),
 - Anyone who has tested positive for COVID-19 within last 10 days,
 - Anyone who has tested positive outside of the past 10 days, but is still symptomatic, or
 - Anyone who has been in [close contact](#) with someone who has tested positive for COVID-19 within the last 14 days.*

**Exception: Healthcare personnel who have treated patients using appropriate medical- grade PPE during the course of performing professional duties are exempted from this restriction.*

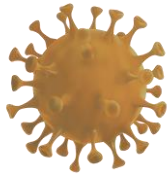
- Licensees and event organizers understand and agree that, in the event a person develops or is discovered to have a fever or exhibits other symptoms of COVID-19, NEC's Action Plans will be implemented immediately and NEC management will be notified.
- Licensees and event organizers understand and agree to notify NEC if any individual who was present on NEC property during their activities, events or competitions tests positive for COVID-19.
- Licensees and event organizers understand and agree to remind all event organizers, event staff, event officials, support personnel, service providers, exhibitors, participants and guests of their responsibility to report if they test positive for COVID-19 within 14 days of the conclusion of the Event Term.

***Please reference guest and participant requirements regarding temperature monitoring.*

F. Signage

- Licensee and event organizers acknowledge that NEC has made a substantial investment in signage posted throughout its facility and competition grounds
 - displaying all applicable federal, state and local mandates, orders, and regulations plus CDC guidelines as they relate to mass gatherings and events,
 - Listing requirements for physical distancing and the use of face masks/face coverings (as directed by SCC Dept of Health and/or USEF)
 - Identifying the symptoms of COVID-19 and recommendations about good hygiene and other means that may reduce the risk of COVID-19 transmission.
 - Identifying NEC policy as the following:

“ To protect others from possible transmission of the virus, anyone who exhibits COVID-19 symptoms or has been in contact with someone who has tested positive for COVID-19 within the last two weeks (exception, healthcare personnel who have treated patients using appropriate medical-grade PPE during the course of performing professional duties), cannot enter the competition grounds. These individuals are encouraged to contact their health care provider immediately for further medical advice and must obtain documented clearance from their health care provider before entering the competition grounds. Participants must assume responsibility for themselves and their own staff (e.g. grooms, assistants, etc.).



and Licensee and event organizers shall endeavor to preserve this signage and facilitate its unobstructed display.

G. Physical Distancing of Individuals and Immediate Households

- Licensee and event organizers shall make regular PA announcements during their activities, events or competitions strongly encouraging the practice of physical distancing throughout the facility including on competition grounds and in stabling areas. Members of the same immediate household may exercise greater discretion when physically distancing from one another.
- If hosting a USEF licensed and/or recognized activity, event or competition, all individuals must practice physical distancing (or physical distancing) at all times while on the competition grounds by staying at least 6 feet (about 2 arms' length) from any person who is not a member of their immediate household. Under current USEF regulations, members of the same household are still required to wear masks or face coverings at all times while on competition grounds. See USEF's COVID-19 Action Plan for further details and exceptions.
- Licensee and event organizers, when possible, shall arrange judges' and other officials' areas to comply with physical distancing requirements. In the event that it is absolutely impossible to maintain physical distancing of six (6) feet or more, a solid, *non-porous, securely attached* divider must be placed in the location where physical distancing cannot be maintained (i.e., between, in front of and/or behind seating areas). The divider provides a physical separation and barrier between individuals and therefore must be of sufficient size to effectively and significantly reduce the risk of respiratory particulates being spread. The inclusion of such dividers does not negate or replace the strongly encouraged practice of precautionary masking. NEC has non-porous dividers available for use as needed.
- Licensee and event organizers shall configure confined show office spaces to encourage the practice of physical distancing and utilize non-porous dividers when physical distancing cannot be accomplished in the space.

H. Enforcement Authority

The Licensee and event organizer are responsible for complying with and enforcing NEC's Action plans, policies and protocols. Under the NEC Facility License Agreement, NEC "shall have the right through its agents, representatives and/or police to eject any disruptive or objectionable person from the premises." Accordingly, individuals violating NEC policies should be reported immediately to NEC management. If individuals will not comply with required practices and behaviors, they will be removed from the premises and the activities, events and competitions may be halted and/or discontinued indefinitely as a consequence of violations negatively influencing the safety and security of everyone on the premises.



NEC Requirements for Participants & Guests

I. General

All guests and participants (including owners, animal lessees, riders, athletes, parents, vaulters, drivers, trainers, coaches, longeurs, navigators, personal care assistants (PCAs), and any other required support personnel/staff that are essential for providing care to on-site animals and/or athletes) must comply at all times with NEC's policies and protocols. When an activity, event or competition conducted at NEC is recognized and/or licensed by the United States Equestrian Federation (USEF), non-participants including guests will not be permitted to attend. On these occasions, participants must also comply at all times with the USEF COVID-19 Action Plan for USEF-Licensed Competitions (Plan) and any additional event organizer requirements while present on NEC property. Failure to do so may result in expulsion from NEC for an indefinite period of time.

There will be times when NEC and USEF requirements, regulations and recommendations may differ. In these instances, the more restrictive requirements, regulations and recommendations will prevail and supersede all others (e.g. masking may not be required by St Charles County and the NEC but is required at a USEF licensed competition).

If participants have any questions about requirements, please contact the event organizer. Event organizer information generally may be found on the event's show bill, prize list and/or entry forms.

These requirements are in effect immediately and until further notice, however, they are subject to revisions as the COVID-19 virus environment changes.

J. Waiver/Release & Indemnity Agreement

All participants and guests must execute an updated NEC Waiver and Release of Liability, Assumption of Risk and Indemnity Agreement as a condition of entry to NEC property including competition grounds and stabling areas. Please ensure use of the updated form provided by the event organizer or NEC's Services Coordinator Tracy Miller located in the NEC Services Office.

K. Access

- Participants including support personnel are required to self-monitor their temperature at least once daily prior to entering NEC property. Anyone with a temperature of 99.5° F or higher may not enter the facility.
- The following individuals are not allowed to enter NEC property including the competition grounds and stabling areas:
 - Anyone who exhibits COVID-19 symptoms,
 - Anyone who has tested positive for COVID-19 within last 10 days,
 - Anyone who has tested positive outside of the past 10 days, but is still symptomatic, or
 - *Anyone who has been in close contact with someone who has tested positive for COVID-19 within the last 14 days.



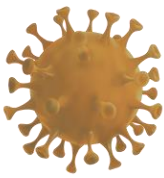
**Exception: Healthcare personnel who have treated patients using appropriate medical-grade PPE during the course of performing professional duties are exempted from this restriction.*

- When the hosted activity, event or competition is licensed or recognized by USEF, participants including support personnel are required to wear a facemask or face covering at all times while on NEC property. See USEF’s COVID-19 Action Plan for further details and exceptions.
- Any person who was present at NEC for an activity, event or competition and who tests positive for COVID-19 within 14 days of the conclusion of said activity, event or competition must notified NEC management immediately.

L. Physical Distancing/Participation Protocols

NEC will follow the mandates and orders of SCC Dept of Health and the State of Missouri. As of November 24, 2020, no active mandates require masking or physical distancing though both are strongly encouraged by SCC Dept of Health and the NEC.

- For the benefit of everyone, Licensees and event organizers at NEC shall make regular PA announcements during their activities, events or competitions that strongly recommend the practice of physical distancing as well as masking throughout the facility including on competition grounds and in stabling areas. Members of the same immediate household may exercise greater discretion when physically distancing from one another.
- If hosting a USEF licensed and/or recognized activity, event or competition, all individuals must practice physical distancing at all times while on the competition grounds by staying at least 6 feet (about 2 arms’ length) from any person who is not a member of their immediate household. Under current USEF regulations, members of the same household are still required to wear masks or face coverings at all times while on competition grounds. See USEF’s COVID-19 Action Plan for further details and exceptions.
- Participants including support personnel, shall cooperate with event organizers who must arrange judges’ and other officials’ areas to comply with physical distancing requirements. In addition, participants and support personnel must observe and comply with measures in place to protect the health and well-being of others at NEC (e.g., one-way traffic lanes and entrance/egress doors, divider panels placed between show office secretaries and participants, etc.).
- Participants and support personal must wash hands often and adhere to other sanitization practices throughout the day.

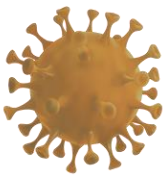


Advisable Practices and Recommendations

M. Considerations for Licensees and Event Organizers

The following are advisable practices and recommendations offered to all individuals visiting the NEC regardless of his capacity or role. Each is proposed to assist with determining risks and developing specific measures to mitigate those risks. Please note these are not mandatory, however NEC strongly encourages their implementation.

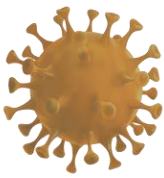
- Licensees and event organizers are encouraged to utilize electronic and/or on-line services to accept payment, entries, stabling requests, health documents and any other documentation required for attending an activity, event or competition so to reduce the amount of in-person exchange of paper and money while at the NEC.
- Licensees and event organizers are encouraged to provide onsite temperature monitoring for volunteers, officials, event staff and [service providers](#) once daily prior to entering the NEC including competition grounds and stabling areas. Recall that it is NEC policy that anyone with a temperature of 99.5° F or higher may not enter the facility.
- Licensees and event organizers, to the degree enforceable, will do well to encourage all event staff, support personnel, volunteers and service providers to wear masks while at NEC, especially when physical distancing is difficult to accomplish (e.g., when working side-by-side necessarily).
- To the extent possible, Licensees and event organizers should limit the number of entrances and exits to enclosed, more populated areas of the facility such as the show office and lobby. More carefully controlled traffic patterns can assist with physical distancing and limited occupancies (if any).
- If possible, Licensees and event organizers may secure additional staff or volunteers dedicated to monitoring adherence to Action Plan requirements and NEC policies to ensure compliance and safety.
- Licensees and event organizers are advised to use radio, phone and online communication methods as much as possible to communicate important information frequently throughout the competition grounds without physically moving throughout the facility.
- Licensees and event organizers are strongly urged to conduct exhibitor meetings (virtually, telephonically, or in an environment where physical distancing can be maintained) both prior to and during the event term to communicate Action plan requirements and to address questions/concerns.
- Licensees and event organizers are advised to consider restricting the number of people accompanying a horse to the competition areas at NEC (e.g., limit those persons who are needed for safety and for effective competition/presentation).
- Licensees and event organizers are advised to discourage the public, spectators, and non-essential personnel such as guests from being on the competition grounds until further notice.
- Licensees and event organizers are advised to restrict access to the stabling areas allowing only veterinarians, athletes, officials, grooms, trainers and other essential personnel only.



N. Considerations for Event Staff, Support Personnel, Service Providers & Others

- All event staff support personnel, service providers and other volunteers either essential or non-essential to the operation of activities, events and competitions are urged to wear face masks while on NEC property, especially when physical distancing is difficult to achieve (e.g. when working side-by-side).
- All Persons planning to travel together in the same vehicle to an activity, event or competition at NEC are encouraged to take their temperatures prior to getting into the vehicle to ensure no one travels to the competition with an elevated temperature.
- All event staff support personnel, service providers and other volunteers either essential or non-essential are urged to set clearly defined schedules with the event organizer(s), confirming which days and at what times each will be on-site at NEC.
- All event staff support personnel, service providers and other volunteers either essential or non-essential are encouraged not to linger or socialize in stables or anywhere else on NEC property including on competition grounds and in stabling areas after completing work.

- **In the Show Office**
 - Strongly encourage all competitors to complete entry forms, in their entirety, including having all requisite memberships in place, prior to entering competition office.
 - Strongly encourage that all entries, adds, scratches, feed & bedding orders, billing/invoicing are done electronically.
 - Utilize clear plastic, glass or other type of protective shield/barrier in front of office staff (available from NEC).
 - Provide hand sanitizer near the door.
 - Provide an 'in' door and an 'out' door, if possible.
 - Provide markers to delineate 6 feet spacing between people in the office and in any waiting lines (e.g., markers on floor).
 - Prepare and email competitor bills as early as possible.
- **In the Lobby, Measuring Bay and Ferrier Bay**
 - Advise any service providers (e.g. vendors, ferrriers, feed suppliers, waste disposal personnel) to take precautions in accordance with federal, state, local and facility regulations and CDC guidelines.
- **In the Competition & Warm-Up Arenas/Areas**
 - Utilize posted orders of go and/or published ride times including online orders of go and ride times
 - When utilizing multiple competition areas, designate one area as primary where assigned times and/or orders of go take precedence
 - Consider scheduling course walks as necessary to comply with physical distancing requirements (e.g., schedule small groups in separate sections).
 - Consider utilizing technology for information transfer to mitigate the risk of virus spread by the manual transfer of paper (i.e. judge's cards, scoresheets, etc.).
 - Create a method of giving ribbons and trophies that reduces or eliminates hand-to-hand contact.



O. Considerations for Participants & Guests

Although not mandatory, Participants and Support Personnel are strongly encouraged to follow the advisable practices and recommendations listed below at all times while present on NEC property including on the competition grounds and in the stabling areas.

- **Access with Monitoring**

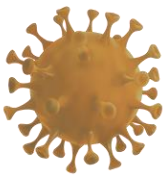
- Provide non-contact thermometers (e.g., temporal or infrared) to barn/group staff, clients, students and other members/guests and require temperature monitoring throughout the day.
- Limit access to stabling area and competition grounds to essential personnel only; discourage multiple family members from accompanying owners and riders.
 - Consider having riders meet their horses at the competition or schooling areas or other pre-designated area to further limit contact in the stabling area.
 - Consider the use of mounting blocks to avoid one-on-one contact between riders and grooms/assistants.
- Provide adequate food and beverage supplies for your barn and your support staff for the duration of the competition to avoid unnecessary community exposure.
- All Persons planning to travel together in the same vehicle to an activity, event or competition at NEC are encouraged to take their temperatures prior to getting into the vehicle to ensure no one travels to the competition with an elevated temperature.

- **Participants Self-Cleaning & Sanitizing**

- Use hand sanitizer, masks, and other PPE deemed necessary to your barn/group staff, clients, students and other members/guests and encourage them to use these items on a regular basis.
- Do not mix equipment (tack, grooming supplies, lead shanks, etc.) and sanitize between each use.
- Regularly sanitize stall door handles, latches, bucket handles, etc., and other equipment including tack, grooming, feeding, stall cleaning materials, etc.

- **Participants Scheduling Clients, Students and Other Guests**

- Schedule schooling and/or warm-up times on competition days as efficiently as possible to minimize time spent on the competition grounds and in the stabling areas each day.
- Encourage clients, students and other barn/group members not to linger or socialize in stables or anywhere else on NEC property including on competition grounds and in stabling areas after completing their riding/competing for the day.



NEC Instituted Protocols & Measures for Safety & Well-Being

P. General Requirements for NEC Staff

Every NEC employee is an important part of our team, and equally important is NEC's collective response to the public, and to each other, as NEC endeavors to ensure both the health and safety of all our guests and staff, and, in addition, the security and well-being of our business and its future in this COVID-19 environment. Consequently, NEC Management and Staff, beginning March 15, 2020 and continuing until further notice, are required to perform a variety of new tasks and engage in new behaviors that will continue even as the virus either persists or subsides in our St Charles County community. To protect all, employees must be honest and steadfast in their adherence to necessary guidelines. Those who don't adhere put everyone's safety at risk. Keeping everyone safe requires everyone's effort.

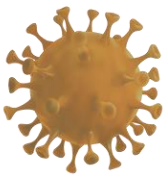
Q. Independent Actions to Promote Prevention & Slow the Spread

- **STAY INFORMED.** All employees are expected to stay informed about the pandemic and seek current information from reputable sources such as the St. Charles County COVID-19 website (www.sccmo.org/COVID), the Centers for Disease Control and Prevention and the Missouri Department of Health and Senior Services.
- **SELF-OBSERVATION and SELF-MONITORING.** All employees should remain alert for symptoms of COVID-19 and take immediate action if they note these symptoms by observation and self-monitoring for these symptoms: • Cough • Fever • Shortness of breath

Other symptoms that have been observed in COVID-19 patients but are less common include *chills, muscle aches, sore throat, runny nose, chest pressure or pain, nausea, vomiting, diarrhea, loss of appetite, abdominal pain, and headache*. If any employee has a new onset of these symptoms, and the symptoms are not part of a chronic condition, the employee should contact their supervisor and stay home from work from the time when the symptoms began until 72 hours after the symptoms completely resolve. Employees who test positive for COVID-19 will be instructed to stay home by their provider or Department of Public Health.

R. Policies & Protocols to Promote Prevention & Slow the Spread

- NEC Employees are required to wear masks or face coverings at all times while events guests are in-house and when physical distancing is difficult to achieve (e.g. when working side-by-side).
- All Employees will be screened for the following symptoms upon reporting to duty for each shift. Screening will involve taking and recording body temperatures with a non-contact digital thermometer and presenting a series of specific questions which employees must answer. On arrival to NEC, all employees must enter the West Main Building through the South employee entrance door. An employee health screening station is located just inside the door. Here, all employees will be screened by a manager or shift lead (** if no manager is at the station, do not proceed into the building. Call the NEC's main phone line and ask for a manager or shift lead to report to the station for check-in). Health screenings shall include the following questions:
 - **Cough.** Do you have a new cough? Yes: You should not have reported to work. No: Continue to monitor, and report to your supervisor if you develop a new cough. Do you



have a cough that you have had for more than a month? No: No action is needed. Yes: —Is the cough worse in frequency, severity, intensity or in any other way? Yes: You should not have reported to work. No: No action is needed.

- **Fever.** Have you felt feverish or have you had a fever in the past 24 hours? Yes: You should not have reported to work. No: Continue to monitor, and report to your supervisor if you develop a fever.
- **Shortness of breath/difficulty breathing.** Do you feel short of breath or have difficulty breathing in a way that is not normal for you? Yes: You should not have reported to work. No: No action is needed.
- **Exposure.** Have you had an exposure of more than 10 minutes and closer than 6 feet to a person who is symptomatic and has a lab-confirmed diagnosis of COVID-19 in the past 14 days? Yes: You should go into isolation and contact the COVID-19 hotline so you can be quarantined. No: No action is needed.

Any employee with a recorded body temperature of 99.5° F or higher will be sent home from work without entry to the facility. In addition, any employee not able to respond in the negative to the above questions will likewise be sent home from work without entry to the facility. Such employees will not be permitted to return until their health status is confirmed as a nonthreatening to others.

S. Equipment & Other Measures

- **Hand Washing Stations.** NEC has installed 7 free-standing hand washing stations in the barn aisles. Hand sanitizer stations are located throughout the facility
- **Increased Sanitizing.** NEC housekeeping staff has been directed to clean and sanitize high traffic areas and frequently touched surfaces throughout the day
- **No-Contact Concession Option.** A limited menu will be available via an order “Call In / Pick Up” process to minimize interaction. Window service will operate with a single line practicing 6’ social distancing
- **Office Accommodations.** Show Offices will be positioned to comply with physical distancing practices. Signage will be in place to direct participants to line up and to enter Show Office and NEC Services Office on a singular basis. Sanitation supplies will be on hand in offices. A plexiglass barrier will be provided in the Show Office
- **Facility Signage** NEC will display signage throughout the facility with safety protocol reminders and directional assistance notices that meet or exceed those required by SCC Dept of Health and, when applicable, USEF.