

**July 9, 2021**

**INDIANA CONVENTION CENTER (ICC) AND LUCAS OIL STADIUM (ICCLOS)  
RETURN TO WORKPLACE COVID-19 MITIGATION PLAN**

ICCLOS' primary concern at any time is to provide a safe and healthy workplace. Given the current COVID-19 pandemic, we are putting in place certain steps as mandatory practices for those entering into or working within the Indiana Convention Center (ICC) and Lucas Oil Stadium (LOS).

**Applicable time period:** When working in LOS or ICC until stated otherwise by the Executive Director

**Applies to whom:** Anyone entering ICC or LOS including employees, contractors and visitors

**The following steps ICCLOS is undertaking as its Return to Workplace practices:**

- **Flexible sick leave program** Contact Human Resources (HR) for questions or details.
- **Daily deep cleaning and disinfection of surfaces**
- **Entry into ICCLOS**
  - Employees and contractors should self-test temperature at home to help with the self-screening process.
    - Employees should immediately report to HR, or if a contractor to his/her ICCLOS contact, from home if they have a fever of 100.4 or above; they should not come into work.
    - Follow up with recommended medical provider
      - Employees must keep ICCLOS informed about medical condition and recommendations to ensure a timely return to work.

Employees, contractors and all visitors shall enter the facilities at entrances set forth below or as directed by ICCLOS or Event Management,

- **LOS**
  - Northwest Gate
  - ICC – LOS connector (located at the corner of South St & Capital Ave.)
  - Other entrances may open during events
- **ICC**
  - ICC – LOS connector (located at the corner of South St & Capital Ave.)

- Maryland Street Canopy
- Other entrances may open during events

### **Facemasks (i.e. cloth masks / surgical masks)**

- **Non Vaccinated Employees, contractors and visitors must** wear a cloth or disposable facemask while in common areas of ICCLOS
  - Entering and exiting offices or buildings
  - Halls, docks, bathrooms, on their way to places and from places
  - Employees may remove mask while in their office if it is not a shared space
- Types of cloth facemasks
  - Employees are encouraged to bring fabric mask from home as they are more comfortable and provide the same protection as disposable masks listed below.
  - Disposable face masks (i.e. surgical masks, nuisance masks, and dental masks). Will be provided by ICCLOS to any employee, contractor, visitor who does not have a mask.
  - Persons may wear an N95 facemask if they provide their own; ICCLOS is not requiring use of N95 facemasks.
- Purpose of facemasks
  - Protect other people against infection from the person wearing the mask.
  - Such masks trap large particles of body fluids that may contain bacteria or viruses expelled by the wearer when:
    - Talking
    - Coughing
    - Sneezing

Cloth or disposable masks do not take the place of any required PPE for toxic chemicals or atmospheres.

- DO NOT share masks

### **Other Preventive Measures - All**

- Employees and contractors are required to wash hands frequently - Follow these five steps every time.
  - **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
  - **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
  - **Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
  - **Rinse** your hands well under clean, running water.
  - **Dry** your hands using a clean towel or air dry them.
  - **Use** hand sanitizers when soap and water is not available. Sanitizers can quickly reduce the number of germs on hands.

### **Fully Vaccinated Persons (2 weeks after final vaccination shot)**

- Fully vaccinated people no longer need to wear a mask or physically distance in any setting.
  - Fully vaccinated people may choose to have physical contact and not wear masks during group activities.
  - Fully vaccinated people can participate in any setting without a mask or maintaining physical distance of > 6 feet.
- **If any one person congregates in group activity or communal dining area is not fully vaccinated, all people should wear masks while not eating and must physically distance > 6 feet.**

### **Non Vaccinated Persons**

- Non vaccinated Employees, contractors and visitors must practice social distancing throughout the organization
  - Interactions kept at a 6 feet minimum distance
- Non Vaccinated Employees, contractors and visitors must:
  - Wear a cloth or disposable facemask while in common areas of ICCLOS
  - Meetings held via phone when feasible.
  - Meetings held in rooms large enough to keep 6 feet social distancing
  - Meetings held with masks on
  - Stagger lunch and breaks to allow space for social distancing
  - Employees are encouraged to eat alone in office, car, or one at a time in department break areas
  - Maintain 6' distance when attempting to sit together at a table
  - Employees should refrain from eating in common areas.
  - Shifts should be staggered to allow for further social distancing of non-vaccinated people (managers will determine)
  - Shift staggering is at the discretion of departmental leadership and also depends on staffing needs
  - Those employees that are unvaccinated and per their job duties do not need to be in the Center or Stadium should work from home per May 2021 directive from the CIB Executive Director.
  - Continue with cleansing all common surfaces as defined by Facility Management

### **QUARANTINE GUIDELINE**

#### **Employees who are currently ill, become ill, or have a possible exposure**

- The CDC recommends a 14-day quarantine.

**When 10 Day Quarantine Can Happen:** Quarantine can end after Day 10 without testing if

- At least 10 days since symptoms first appeared **and**
- **At least 24 hours with no fever without fever-reducing medication and**
- Other symptoms of COVID-19 are improving
- Daily symptom monitoring continues through day 14; and,
- All the below recommended preventive measures must continue through Day 14:
  - Practice good hand hygiene by washing with soap and water for a least 20 seconds or using a hand sanitizer with at least 60% alcohol
  - Stay at least 6 feet (about 2 arms' length) from other people
  - Wear a mask over your nose and mouth when around others
  - Clean frequently touched surfaces often
  - **If you are able, the safest option is to quarantine for 14 days.**

**Quarantine for persons with laboratory-confirmed COVID-19 who have not had any symptoms may discontinue isolation when:**

- At least 10 days have passed since the date of their first positive COVID-19 diagnostic test and have had no subsequent illness provided they remain asymptomatic.
- If you develop symptoms after testing positive, follow the guidance above for “Currently ill as shown above.”

**When persons must quarantine for 14 days;**

- Symptoms appear within the last 10 days since date of first positive Covid-19 test or exposure
- Currently having symptoms that are not improving
- Temperature of 100.4 within the last 24hrs

**Quarantine for Persons with Weakened Immune System:** Persons with laboratory-confirmed COVID-19 who were severely ill or with a weakened immune system may discontinue isolation when:

- 10 to 20 days (dependent upon individuals health) after onset of symptoms
- Persons who are severely immunocompromised may require testing to determine when they can be around others.
- Healthcare provider will let you know if you can resume being around other people based on the results of your testing.

**Quarantine For Person Who Has Been in Contact with a Confirmed Case of COVID-19:**

- As a general matter, anyone who has had close contact with someone with COVID-19 should stay home for 14 days after their last exposure to that person and watch for symptoms unless they meet the requirement's below.

**However, anyone who has had close contact with someone with COVID-19 and who:**

- Have tested positive for COVID-19 within the past 3 months and recovered:
  - Do not have to quarantine or get tested again as long as they do not develop new symptoms; or
- Develop symptoms again within 3 months of their first bout of COVID-19:
  - May need to be tested again if there is no other cause identified for their symptoms; or
- Have been fully vaccinated and show no symptoms:
  - Do not have to quarantine

**After stopping quarantine, you should:**

- Watch for symptoms until 14 days after exposure.
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider
- Remember, loss of taste and smell may persist for weeks or months after recovery and should not delay the end of isolation.