



# Best Practices to Prevent COVID-19 Guidance for Hosting Large Events

**For the latest version of this guidance, please check <http://publichealth.lacounty.gov/media/Coronavirus/reopening-la.htm>.**

On June 15, all capacity limits and distancing requirements were lifted in California, and most businesses are able to return to full operations. Los Angeles County has joined the state in lifting most COVID-19 restrictions. The risk of COVID-19 is still present, especially for those who are not fully vaccinated against the virus.

Even as businesses resume full operations, COVID-19 continues to pose a risk to communities, and it is important for employers to continue to take steps to reduce the risk of COVID-19 transmission among their workers and customers. Below is a summary of best practices for businesses that host large events to consider as they transition to full operations. These are recommended for all large events, not just mega events. In addition to this information, please remember:

- Businesses that host indoor events with more than 5,000 attendees or outdoor events with more than 10,000 attendees must follow State [Guidance for Mega Events](#).
- Requirements for employees are different than those for attendees. Employers that fall under the scope of the [Cal/OSHA COVID-19 Prevention Emergency Temporary Standards](#) (ETS) must remain in compliance with these Standards.

**Please be sure to read and follow the [general guidance for businesses](#).** The best practices below are intended to supplement the general guidance.

## Require masks in compliance with State Guidance

- ✓ For indoor events where vaccination status cannot be verified, require attendees to bring and wear masks, regardless of vaccination status, except while eating and drinking in designated areas.
- ✓ For outdoor events with more than 200 people, unvaccinated attendees should wear masks if they are less than six feet away from others. At outdoor events that are over 1,000 people, if vaccination verification is not possible, all attendees should wear face masks.
- ✓ Make masks available for those who arrive without them.
- ✓ Employees who work in a setting where they are in close contact with other people who may not be fully vaccinated should be provided a higher level of protection, such as wearing two masks (“double-masking”) or a respirator (e.g., KN95 or N95). This is particularly important if the employee is not fully vaccinated and is in an indoor or crowded outdoor setting.
- ✓ Performers or presenters who are not vaccinated should wear face masks as much as possible. For ongoing productions, test unvaccinated performers and any crew working closely with others at least once before the production and then two times per week for the duration of the production. See [screening testing guidance](#) for more details.
- ✓ See [State Guidance for the Use of Face Coverings](#).

## Screen attendees

- ✓ Screen guests, staff, performers, and crew for symptoms before they attend the event and ask them not to attend if they have symptoms of COVID-19 or if they are under isolation or quarantine orders.
- ✓ Consider requiring all guests to attest that they are either fully vaccinated against COVID-19 or will have had a negative COVID-19 test within 72 hours of attending your event.



## Best Practices: Guidance for Hosting Large Events

### Reduce crowding, especially indoors

- ✓ Establish procedures to prevent crowding among persons waiting to enter or exit an event.
- ✓ If there will be a presentation or performance, maintain a 6-foot distance from performers and audience members unless there is verification that everyone is fully vaccinated. Place any unvaccinated performers that sing, yell, or play wind and brass instruments at least 6 feet away from others.
- ✓ Follow [DPH Food and Beverage Service recommendations](#) if you serve refreshments at your event. Dining outdoors is best. If indoors, it is recommended that you have a separate area in your venue for drinking and dining to minimize mixing of people who are not wearing face masks.

### Support handwashing

- ✓ Place handwashing stations or hand sanitizer at entry and outside communal bathrooms with signage promoting use.
- ✓ Encourage frequent handwashing.

### Ventilate

- ✓ If your event is held indoors, make sure your building's HVAC system is in good, working order.
- ✓ Maximize ventilation. Options include installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in all working areas.
- ✓ When weather and working conditions allow, increase fresh outdoor air by opening windows and doors. Consider using fans to increase the effectiveness of open windows – position window fans to blow air outward, not inward.
- ✓ Decrease occupancy in areas where outdoor ventilation cannot be increased. Consider use of carbon dioxide monitors to monitor the effectiveness of your ventilation in more densely occupied indoor spaces.
- ✓ See State [Interim guidance for Ventilation, Filtration, and Air Quality in Indoor Environments](#).

### Communicate

- ✓ Use advanced registration as much as possible for your event so you know how many people will attend. Advanced registration can also help you to convey your COVID-19 safety plans to guests before they attend.
- ✓ Use your online platforms to communicate your COVID-19 safety policies to the public.
- ✓ Make sure all guests are aware of and follow the Los Angeles County Department of Health [Travel Advisory](#).