

WPAFB COVID-19 Checklist for Community Events, Ceremonies, Gatherings, and Faith Based Organizations

In late April 2021, the Guidance for Commander’s Risk-Based Responses and Implementation of the Health Protection Condition (HPCON) Framework During the Coronavirus Disease 2019 Pandemic defined HPCON levels by four indicators: (1) incidence; (2) case trends; (3) percent positivity trends; and (4) hospital resources and capacity to treat. This updated guide addresses gathering capacities by HPCON level.

NOTE: The 88th Security Forces Squadron (SFS) has a separate process for larger gatherings. Currently, any **on-base gathering greater than 300 personnel** requires review by the Anti-terrorism (AT) Office, which can be coordinated through your unit AT Representative. **Off-base gatherings greater than 50 personnel** also require review by the AT Office. If there are any questions on this process, please reach out to 88 SFS.

Foundational to all Events:

- Physical distancing of 6 feet or more (indoors and outdoors)
- Indoor settings and/or eating and drinking both the increase risk of COVID-19 transmission

Key Guide Components:

1. Given the dynamic nature of the COVID-19 pandemic, **88 ABW leadership can cancel events at any time.**
2. **Future Force Health Protection (FHP) and Centers for Disease Control and Prevention (CDC) updates may supersede the recommendations in this guidance.** The Public Health (PH) team will try to update this guidance to reflect current FHP and CDC updates as soon as possible.
3. Maximum gathering sizes by HPCON – **larger gatherings that exceed these allowances will require an Exception to Policy that requires ABW and PH review (process below).** The CDC recognizes that outdoor events carry a much lower risk of COVID-19 transmission than indoor events.

HPCON Status	Indoor Maximum (with or without food and drink)	Outdoor Maximum	Outdoor Maximum (with food and drink)
Alpha	<100 % room occupancy max, up to 500 attendees	1,000	500
Bravo	50% room occupancy max, up to 300 attendees	600	350
Bravo +	40% room occupancy max, up to 150 attendees	300	200
Charlie	25% room occupancy max, up to 75 attendees	200	100
Delta	0	0	0

4. **Indoor maximums are bound by the physical distancing requirement of 6 feet or greater.** As a rule, 113 square feet per person allows for physical distancing. This also equates to about **25 percent of the maximum fire-code capacity.**
5. Although the state of Ohio has rescinded most COVID-19 related Public Health mandates, **use caution and apply CDC recommendations to not just your gatherings, but your day-to-day activities as well.**

CRITICAL ACTION ITEMS FOR ALL GATHERINGS

1. Critical to these recommendations are continued strict adherence to COVID-19 non-pharmaceutical interventions (NPIs) and gathering specific COVID-19 mitigation:

1. Please review current CDC gathering guidance: https://www.cdc.gov/coronavirus/2019-ncov/your-health/gatherings.html
2. If attendees are not fully vaccinated and aged 2 or older, wear a mask per SecDef and CDC recommendations
3. As long as there is high or substantial transmission* , you should wear a mask in crowded outdoor settings and for activities with close contact with others not fully vaccinated (regardless of vaccination status)
4. If you are fully vaccinated, wear a mask indoors during high or substantial transmission*
5. Have a designed layout such that people are NOT mingling while eating and drinking. Directly after consuming beverage and food, members will place their mask back over their mouth and nose per SECDEF rules.
6. There is adequate and well-defined stationary space for patrons to eat/drink (e.g., picnic tables, inside tables, grassy areas, etc.)
7. Have adequate hand sanitizer/handwashing stations near food and high touch surface areas
8. Gatherings will have adequate/empowered staff to make sure patrons abide by the rules so there is a culture of safe behavior
9. Have a plan in place if someone gets sick at the event
10. Number and crowding of people at the event – We understand that events with more people increase exposure. The size of this event was based on whether attendees from different households can stay at least 6 feet (2 arm lengths) apart. Physical distancing at events can reduce transmission risk—for example, blocking off seats or modifying room layouts.
11. Please understand that people engaging in behaviors such as interacting with others from outside their own household, singing, shouting, not maintaining physical distancing, or not wearing masks consistently and correctly, can increase risk, and we have worked to reduce those risks, where it is obvious to patrons through signage and clear communication
12. Organizer(s) will designate staff to enforce all of the critical action items in this guide

*Local risk for transmission is available at <https://covid.cdc.gov/covid-data-tracker/#county-view>

2. Outdoor gatherings also need to consider the following:

1. Adequate outdoor space must be made available to those attending in order to achieve 6 feet of physical distancing
2. There is adequate and well-defined stationary space for patrons to eat/drink (e.g. this could be picnic tables, inside tables, grassy areas etc.)
3. As long as there is high or substantial transmission* , you should wear a mask in crowded outdoor settings and for activities with close contact with others not fully vaccinated (regardless of vaccinations status)
4. If a gathering is a combined event involving the indoor and outdoor setting – the indoor maximum must be honored, and the total event cannot exceed the indoor/outdoor combined maximum total

*Local risk for transmission is available at <https://covid.cdc.gov/covid-data-tracker/#county-view>

Gathering ETP Submission Process and Form

Please follow the instructions below for an ETP AND include a copy of the ETP Worksheet PDF. Route the waiver request to the 88 ABW CAG via TMT. If you do not have access to TMT, please utilize the 88 ABW Workflow (88abw.cc.workflow@us.af.mil). Once the CAG receives a request, they will forward to Public Health and all other necessary offices for coordination, via TMT. Be as detailed as possible on COVID-19 mitigation plans. Please allow 15 duty days for coordination/approval. The CAG will manage expedited requests on a case-by-case basis.

Here the recommended coordination flow needed for a waiver. Use this as the base template and modify as needed if additional routing is required.

88 MDG/PHEO	COORD
88 ABW/CCC	COORD
88 ABW/CV	COORD
88 ABW/CC	APPROVE

AO:

SUSPENSE:

SUBJECT:

1. PURPOSE:

2. BACKGROUND:

3. DISCUSSION:

4. VIEWS OF OTHERS:

5. RECOMMENDATION: 88 ABW/CC approve waiver to extend personnel event gathering.