

LMCA policy for **indoor** events/ meetings

updated February 1st

for private rentals

for outdoor events /rentals only please check separate policy

Person in charge of rental

- needs to be first one in and last one out
- signs up as responsible person on facility sign in sheet
- keeps a list of participants with contact # available on request to LMCA
- is responsible for all covid operational related matters- see below

LMCC cooperates with current YG guidelines- we expect you to be familiar with these- and adhere to adaptations we made in regard to size of our Community Centre ! <https://yukon.ca/en/health-and-wellness/covid-19-information/holding-gathering-guidelines-covid-19>

1. event operational requirements

- event group size limits
 - up to **50 people** for outdoor events
 - INDOOR USE NEEDS TO BE CONTROLLED :**
 - **up to 10** participants for meetings
 - **up to 25** with distancing set up – seating !
 - please control attendance at entrance !
- remind participants of safe 6
 - no access if feeling sick and physical distancing rules in place
 - no mingling /partying please!
- use of face masks
 - face masks are now mandatory in all public buildings
 - please remind everyone to wear a mask- in hall, hallways and washrooms
 - masks can be removed while seated at table and eating only !
- Food or refreshments
 - NO selfserve allowed !!**
 - **no potlucks or food sharing**
 - **no self serve** for water, coffee, tea

if you want to offer refreshments :

ONE person needs to be in charge- preparing from kitchen,

serving through kitchen window , no one attending can use pump or access condiments, cutlery

- person (s) in charge needs to wash hands frequently or sanitize in between if touching anything else
- limit access to kitchen to 2 predetermined people only ! = designated food handlers
- person in charge needs to be aware of all safety and sanitizing rules !!

please check on current YG food safe covid rules

<https://yukon.ca/en/health-and-wellness/covid-19-information/holding-gathering-guidelines-covid-19> check “Food and Drink “

2. Sanitizing requirements

the coordinator is responsible for all sanitizing !

- please remind all participants to sanitize hands at entrance
- make sure **all equipment you use** will be sanitized at **start and end** of program
- if using kitchen wipe all surfaces and handles with disinfectant provided
- disinfect all tables and chairs you used before storing
- disinfect all switched and handles on way out
- note in sign in sheet which areas you have used and which ones are disinfected !

I have read all operational requirements and agree to follow them

_____ name

_____ date

_____ signature