



2021 Event Safety Agreement

Company Name
Company Address
Company phone/email
Company Contact
Classification Type

For 2021, maintaining best health and safety practices is an essential component of how events will operate here at Eastern States Exposition.

We value the opportunity to present a healthy and safe environment for all our staff and customers and will be following the below guidelines.

Public Policy on Masks Effective 5/29

Masks are no longer required at ESE for those who are fully vaccinated except under limited circumstances as required by the Town of West Springfield and/or the Commonwealth of Massachusetts. Masks will be required in First Aid locations and anywhere first aid is being administered, and Public Safety or other personnel assisting with first aid or other similar emergencies regardless of vaccination status. Visitors, staff, and any other constituents to ESE will be strongly encouraged to wear masks inside buildings regardless of vaccination status.

Employees

- ❖ All employees will be properly trained on 2021 Event Safety Agreement and the importance of adhering to suggested guidelines for Massachusetts.
- ❖ Employees will be trained on proper hand hygiene practices and will be reminded to wash hands and sanitize frequently throughout the day.
- ❖ All employees when reporting for a shift will be required to self-certify. Any employee showing signs of illness or displaying a temperature higher than 100.4°F (38.0°C) will immediately be sent home and cannot return to work until showing no symptoms and their temperature below the mandated threshold.
- ❖ Any employee feeling ill or having signs of sickness will be instructed to not come in for work until 24 hours after symptoms have fully passed.

Work Stations

- ❖ Hand sanitizer units will be available and adjacent to work stations.
- ❖ Employees will be required to wash their hands with hot water and soap before the start of each shift and after the end of each shift.
- ❖ Each work station will be cleaned, disinfected and sanitized by the assigned employee prior to the starting of their shift.
- ❖ All surfaces will be sanitized regularly with proper cleaning products.



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- Use a disinfectant product from the [EPA List N external icon](#) that is effective against COVID-19. Check that the [EPA Registration number external icon](#) on the product matches the registration number in the List N search tool. See [Tips on using the List N Tool external icon](#).
 - If products on [EPA List N external icon](#): Disinfectants for Coronavirus (COVID-19) are not available, [bleach solutions](#) can be used if appropriate for the surface.
- ❖ There will be signage encouraging safe standards for both employees and customers.

Cleaning Point of Purchase Area(s):

POS system
Pens, Sharpies
Front counter

Seating Areas (where applicable)

Cleaned, sanitized and trash removed after each customer.

Patron usage

All condiments can be individually packaged, if a vendor chooses to utilize communal condiment dispensers this location will be maintained by each individual vendor and their staff.

- Sanitized every hour
- Hand Sanitizer available at this location
- Individual containers available for use

Additional Information

- ❖ All vendors will supply hand sanitizers at each work station and transaction area.
- ❖ All hand sanitizer will be at least 60% alcohol based.
- ❖ Credit card payment options will be available.
- ❖ All locations will be should manage their que lines.

Eastern States Exposition reserves the right to change or modify any of the safety requirements contained in this document, at any time and at our sole discretion.

As the show manager of this event, I sign and attest that all the above requirements will be met by all of my employees. I also attest, that I can/will produce this document (if requested) by the Town of West Springfield Health Department.

Printed Name: _____

Signature: _____

Date: _____