# Tennessee Pledge

The "Tennessee Pledge" is guidance for businesses and other activities during the COVID-19 pandemic to help Tennesseans get back to work and play in a safe environment and reboot livelihoods and the economy.





# Tennessee Pledge COVID-19 Guidelines

The Tennessee Pledge guidelines for COVID-19 were developed by Tennessee Economic Recovery Group for all businesses, organizations, and certain activities in Tennessee. While the initial goal of the Tennessee Pledge was to help businesses safely reopen after closures due to COVID-19, the revised Tennessee Pledge updates and simplifies guidelines to support sustaining healthy communities and open businesses.

These safeguarding protocols are based on the recommendations of the Centers for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA), and Tennessee Department of Health, with the input private sector working groups. These guidelines do not replace or supersede any applicable state, federal or other statutory or regulatory requirements or standards. These guidelines are subject to change.

The revised Tennessee Pledge document is divided into two parts: (1) General Guidelines for all organizations and (2) additional Industry Guidelines for certain sectors.

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#### **General Guidelines**

- Face coverings are strongly encouraged for all persons (employee and guest) in all public places where close proximity to others is anticipated. Businesses and organizations may determine to require the use of face coverings by those on premise. There is increasing evidence that cloth face coverings help slow or prevent the spread of COVID-19. Face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or anyone unable to remove the mask without assistance
- Persons should stay home when feeling ill
  - Any person who has symptoms consistent with COVID-19 or who has been diagnosed with COVID-19 must isolate at home for 10 days from the onset of their symptoms (or the date they were tested, if asymptomatic) AND must be fever-free (without the use of fever-reducing medications) AND have improvement in symptoms for at least 24 hours
  - Any person who has been a close contact (within 6 feet for 15 minutes or longer) of a person with suspected or confirmed COVID-19 should quarantine at home for a period of 14 days from their last exposure to that individual. A negative COVID test does not affect this quarantine requirement
- Screen for COVID-19 symptoms, or ask individuals to self-screen
  - Symptoms include: cough, shortness of breath, difficulty breathing, sore throat, fever (temperature of 100.4 degrees or greater), chills, new loss of taste or smell, nausea, vomiting or diarrhea
  - Take appropriate precautions to maintain the confidentiality of health information
- Mitigate exposure in the workplace by implementing social distancing practices to the greatest extent possible
  - Take into account critical factors such as venue capacity and physical characteristics, type of activity involved, and location (indoor vs. outdoor) to properly assess risk and exercise good faith judgment in maintaining appropriate social distancing for each unique situation
  - Such measures could include: spacing workstations appropriately; limiting capacity of gatherings in confined, indoor spaces; utilizing larger and/or outdoor spaces; limiting congregation in common and break areas; utilizing virtual/remote capabilities where possible; allowing work from home where appropriate; and/or modified scheduling
  - Consider the use of barriers at counters or between workstations where helpful
- **Improve ventilation** for confined, indoor spaces. Circulate outdoor air where possible and when code compliance and security may be maintained



- **Increase hygiene practices**—encourage frequent handwashing with soap and water, make hand sanitizer (60% alcohol) readily available, encourage practicing good respiratory etiquette when coughing or sneezing and avoiding touching one's face
- Implement cleaning and disinfection practices according to CDC recommendations, with frequent disinfection of shared/common or high-touch surfaces
- Plan for potential COVID-19 cases and work with health department officials (including observing isolation/quarantine protocols, assisting with contact tracing, planning for personnel absences or remote work, and deep cleaning facilities). Notify the local health department of employee positive cases and cooperate with the local health department in notifying close contacts
- If a facility becomes aware that a person has a confirmed case of COVID-19:
  - Close off areas used by the person who is sick. Open outside doors and windows to increase air circulation in the areas
  - Wait up to 24 hours or as long as possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting
  - Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas
  - If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary
- Educate persons about COVID-19 with signage (resources available from ERG and CDC)
- Use signage, floor markings or other cues to direct human traffic flow and manage lines
- **Consider appropriate precautions** for people at increased risk of severe illness from COVID
- Increase remote, curbside, pickup, and/or delivery options to minimize contact and maintain social distancing. Use contactless methods where practical (e.g., payment, check-in, etc.)
- Be mindful of applicable state or local COVID-19 regulations or orders and ensure your operations facilitate compliance
- **Evaluate the profile of customer and employee engagement** with the venue and other persons at such venue to make appropriate adaptations as necessary to protect against COVID-19, even if not recommended or described in this document
- Take steps to ensure that all mechanical, electrical, and water systems are **properly functioning** and safe for use after a prolonged facility shutdown
- Covered employers and employees should be aware of the provisions of the federal Families First Coronavirus Response Act, which allows for paid sick leave or expanded family and medical leave for specified reasons, such as for selfquarantining or seeking a medical diagnosis for COVID-19 symptoms



# Attractions/Entertainment, Large Venues & Events

These guidelines are for any venue (indoor or outdoor), facility, or place of interest which offers leisure, amusement or entertainment activities. These venues include, for example, concert and performing arts venues, amusement and water parks, fairs, festivals, expos, parades, auditoriums, theaters and dinner theaters, zoos, museums, convention centers, roller or ice skating rinks, sporting event venues, and similar places or events.

- For activities requiring close contact between staff and participants, have staff wear face coverings. Encourage or require the use of face coverings by participants.
- Implement social distancing practices
  - Modify seating by blocking off seats or rows within a section to accommodate social distancing of at least 6 feet between individuals from different households or groups
  - Avoid combining persons or small groups with separate persons or small groups, unless appropriate social distancing can be maintained by the combined group
  - For example, multiple separate small groups may sit on a set of bleachers and watch an event, but only if the separate groups maintain at least six (6) feet of separation from one another, rather than all attendees sitting together without adequate separation. Maintaining such separation may necessitate limits on overall venue capacity
- Limit capacity in or at a venue at a given time. While no specific capacity percentage is being required or recommended, take into account critical factors such as venue capacity and physical characteristics, type of activity involved, and location (indoor vs. outdoor) to properly assess risk and exercise good faith judgment in maintaining appropriate social distancing for each unique situation. Large gatherings offer more opportunities for person-to-person contact and therefore pose greater risk of COVID-19 transmission
- Implement strategies to help reduce density of persons during peak hours and manage the flow of customers (including distancing within queuing/lines). Utilize social distancing "reminders" (signs, floor decals or ground markings, and/or video/ audio announcements)
- Manage the number of people present in restroom facilities at any one time
  to reduce potential exposure within those confined indoor spaces, and ensure that
  disinfection occurs frequently
- **Limit the duration of indoor activities or performances** where possible, as prolonged visits within a confined space may increase risk of exposure
- Establish health/safety protocols for the venue if a customer or employee



becomes ill while at the venue and not be able to immediately leave the facility. Immediately isolate the ill person and have the person wear a mask; have any staff with the person wear a face covering and take appropriate protective measures

- Use caution with singing and live music. Research suggests that activities like singing or using a projected voice may project respiratory droplets in greater quantity and over greater distance, increasing the risk of COVID-19 transmission, particularly with prolonged exposure. At a minimum, maintain at least 15 feet of separation between audience members and performers such as vocalists and singers
- Events with vendors exhibits and booths (fairs, festivals, trade shows, etc.) should increase separation between booths and exhibits. Limit the number of persons inside a booth at any one time and require social distancing in lines that form
- Where possible, maintain visitor/customer contact information for up to 30 days in order to assist public health officials in the event contact tracing is necessary
- Coordinate with local health department officials or other healthcare providers
- Evaluate refund, exchange, and event cancelation or postponement policies, in anticipation that ill persons will be unable to attend and/or if local health conditions change in your community due to COVID-19
- Space out porta-potty clusters to create greater social distancing within lines; consider decreasing the ratio of the number of persons per porta-potty. Work with vendor or volunteers to maintain hygiene supplies and to regularly sanitize portapotties
- Consider "drive-in" or other remote participation or other modifications to promote social distancing and minimize larger crowds (e.g., fireworks displays, concerts)
- Avoid or modify parades in order to reduce density of persons (e.g., extend and widen parade route, encourage spacing between household or acquaintance groups along parade route, offer livestream or virtual participation, or limit the number of attendees if possible)
- Zoos and aquariums should follow applicable COVID precautions recommended by the CDC
- Follow applicable Tennessee Pledge guidelines for food service or concession operations, retail operations, and/or water operations. Livestock competitions and events should refer to the Tennessee Department of Agriculture's <u>Guidance for Live</u> <u>Shows and Events</u> and the <u>CDC COVID-19 Considerations for Animal Activities at</u> <u>Fairs, Shows, and Other Events</u>



#### **Close Contact Personal Services**

Close contact personal services include: barber shops, hair salons, waxing salons, threading salons, nail salons or spas, spas providing body treatments, body-art facilities or tattoo services, tanning salons, massage therapy, and similar businesses.

Due to the nature of close contact personal services, caution should be exercised to mitigate or prevent exposure to COVID-19.

- Employees and guests/customers should wear a cloth face covering
- **Employees should wash hands between serving customers.** The use of gloves should not be considered a replacement for frequent handwashing
- Limit or modify services that require removal of face coverings
- Limit the number of customers allowed in the premises at any one time as necessary to allow for appropriate social distancing. Space out workstations and consider the use of physical barriers between stations or persons
- **Limit capacity in waiting areas and lounges** (e.g., consider modified scheduling or notifying customers waiting outside or in vehicles by call or text message)
- Ensure frequent disinfection of workstation, equipment, and common surfaces, especially between customers

#### Construction

These guidelines are intended for the construction industry, including residential, commercial and industrial.

- Communicate COVID-19 protocols for all workers/vendors on site prior to project commencement
- Restrict access to confined areas (work areas, office, control room, etc.) to only
  essential staff
- **Limit carpooling** to worksite where possible, or have vehicle occupants wear face coverings and roll down windows for increased circulation of air
- Properly disinfect tools and equipment on a frequent basis
- Request increased disinfection of portable toilets
- Technicians in a building or home should maintain social distancing with the owner/occupant. Disinfect work areas and wash/sanitize hands before and after completing the work



## **Gyms/Exercise Facilities**

- **Limit facility occupancy** if appropriate spacing between persons cannot be maintained, as density of people within a confined area increases opportunity for virus transmission
- **Limit congregation in locker rooms** and frequently disinfect such areas
- Implement appropriate protocols for aquatic venues, such as swimming pools, hot tubs and saunas, in accordance with the Tennessee Pledge <u>Swimming Pool</u> <u>Guidelines</u>
- Use caution with basketball courts, racquetball courts, and other places where group or team contact sports may occur. Refer to Tennessee Pledge Sports Guidelines
- Conduct group fitness classes in a manner that promotes social distancing (limit class size if necessary)
- Adjust layout as necessary to maintain six feet of distance between stations/ equipment

# **Lodging & Accommodation**

- Reinforce social distancing practices in all common areas and meetings spaces (e.g., capacity limits, signage, layout modifications)
- Communicate expectations regarding facility and amenity adjustments taken due to COVID-19
- Use cleaning protocols and frequency that follow CDC/OSHA guidelines, particularly for common areas and guest rooms, high traffic areas, and high touch surfaces
- Establish hotel protocols for serving customers exposed to or diagnosed with COVID-19
- Implement measures, if possible, to improve ventilation
- Follow Tennessee Pledge <u>Restaurant</u>, <u>Close Contact</u>, <u>Exercise Facilities</u>, and <u>Swimming Pool</u> Guidelines, as applicable

#### **Manufacturing Industry**

 Where possible, re-arrange or modify physical layouts, shop floor, or work stations to allow for 6 feet of distance between employees. If unable to achieve this level of separation, mitigate exposure with the use of face coverings/masks or physical barriers



- Minimize potential virus spread and workforce disruptions by avoiding or modifying large group training, meetings, and onsite visits
- Avoid congregating in break rooms and other common areas. Consider the use
  of modified schedules, staggered shifts or arrival/departure times, and staggered
  break times and meals in compliance with wage and hour laws and regulations to
  promote social distancing
- Limit entry into the premises by visitors, vendors, and contractors to essential visits. Adopt screening measures and/or social distancing protocols for outside parties

# Office Buildings

These guidelines are intended for: general and corporate offices, headquarters facilities, branch offices, call centers and other remote service centers, and co-working or shared office spaces.

- Where possible, re-arrange or modify physical layouts, shop floor, or work stations to allow for 6 feet of distance between employees. If unable to achieve this level of separation, mitigate exposure with the use of face coverings/masks or physical barriers
- Minimize potential virus spread and workforce disruptions by avoiding or modifying large group training, meetings, and onsite visits
- Avoid congregating in break rooms and other common areas. Consider the use
  of modified schedules, staggered shifts or arrival/departure times, and staggered
  break times and meals in compliance with wage and hour laws and regulations to
  promote social distancing
- Limit entry into the premises by visitors, vendors, and contractors to essential visits. Adopt screening measures and/or social distancing protocols for outside parties

#### Recreation

Such activities include but are not limited to: bowling alleys, arcades, climbing gyms, water sports, golf course driving ranges, mini-golf, dance classes, and other similar activities and venues.

- **Limit group sizes** or capacity to the size necessary for appropriate social distancing, particularly for confined, indoor spaces
- Avoid combining persons or small groups with separate persons or small groups,



- unless appropriate social distancing can be maintained by the combined group
- **Adjust layouts** as necessary for social distancing and/or consider erecting physical barriers (e.g., plexiglass) or other modifications between activity areas or separate group areas
- Encourage or require the use of face coverings by staff and participants
- **Disinfect shared equipment** between users
- **Encourage parent/guardian supervision** for all children to facilitate compliance with COVID-19 precautions
- Follow Tennessee Pledge Restaurant Guidelines if food is served on-site
- Follow applicable Tennessee Pledge Sports Guidelines for any youth or adult team leagues, activities, or sports

#### Restaurant

- The CDC has indicated that risk of COVID-19 spread increases in a restaurant or bar settings where on-site, indoor dining occurs, particularly when large groups are gathered and when tables are not spaced at least 6 feet apart
- **Tables should be spaced 6 feet apart.** Attempt to create separation between booths, install barriers between booths, or seat customers in a manner that skips seats to create empty space. Appropriately separate groups at shared/communal tables. Use counter seating with caution and, if used, maintain 6 feet between individual parties
- Face coverings should be worn by patrons except while eating or drinking
- **Require social distancing** in waiting areas (consider outdoor waiting areas or the use of text alerts, etc.) and restrooms
- Bars, bar areas, night clubs, and limited service restaurants should seat tables and parties separated by at least 6 feet and limit gathering by unseated persons. Establishments may need to consider layout modifications and/or operate at reduced capacity in order to achieve appropriate social distancing. Minimize walk-up customers if bar or counter service is offered
- **Use available outdoor space**, as permitted by regulatory bodies
- Frequently disinfect customer and front-of-house contact surfaces, including menus, tables/chairs, door handles, POS systems, pens, customer paging equipment, and other high-touch surfaces. Limit tabletop items
- Minimize use of self-serve buffets, and if used, minimize congregation by customers and implement additional disinfection and safety practices
- **Avoid offering live music unless appropriate precautions are taken.** Research and the CDC suggest that activities like singing may project respiratory droplets in greater quantity and over greater distance, increasing the risk of COVID-19 transmission, particularly with prolonged exposure. Maintain at least 15 feet of



separation—and more if possible—between audience members and performers such as vocalists and singers

- **The use of gloves** should not be considered a replacement for frequent handwashing
- Refer to <u>AFDO's Considerations for Specific Types of Self-Service</u>
- Refer to CDC Considerations for Restaurants and Bars

#### Retail

- Limit the number of customers inside a store at any one time if appropriate spacing between persons cannot be maintained, as density of people within a confined area increases opportunity for virus transmission
- **Evaluate customer traffic patterns** to promote social distancing and avoiding crowding in aisles

### **Sports**

These guidelines are intended for youth and adult sports. The risk of COVID-19 transmission varies by sport/activity, and these guidelines are intended as a supplement to assist with safely engaging in practice and competition. Additional regulations from a sport's governing body or conference (e.g., TSSAA) may be applicable. School-sponsored athletic practices and competition must be conducted in a manner consistent with TSSAA regulations, and non-school-sponsored athletics must be conducted in a manner consistent with Tennessee Pledge guidelines. For K-12 athletics, the decision to permit sports-related activities is the discretion of a school and its governing body for athletics. Collegiate and professional athletics must be conducted pursuant to the rules of their respective governing bodies and institutions.

- Practice social distancing to the greatest extent possible
  - Implement social distancing on the bench/sideline. Eliminate or relocate non-essential persons from team areas. Use larger areas for practice, warmups, or other staging to allow for greater physical separation
  - Spectators should maintain at least 6 feet of separation from others not from the same household, including in seating areas or bleachers. In localities where fan attendance is permitted, venues are encouraged to limit fan attendance to a number that will allow social distancing and should mark/designate bleachers or seats in order to promote social distancing among spectators. In consultation with local health providers, in areas experiencing high virus transmission, consider further limitations



- on attendance (e.g., family members only, or no spectators). Offer virtual/ remote observation where possible
- **Limit use of, or congregation within, confined indoor areas** such as locker rooms
- Venues should assure adequate space, staffing, and timing of entrances so as to not promote crowding for any period of time during ingress/egress
- **Post venue signage** encouraging social distancing and other COVID-19 precautions.
- **If larger crowds are anticipated**, establish a "guest flow" plan
- Consider caps on the number of teams or athletes (and/or spectators) as appropriate
- Manage the number of people in restroom facilities at any one time to reduce potential exposure within those confined spaces, and ensure that disinfection is occurring at increased intervals
- Wearing a cloth face covering may not be possible while actively participating in a certain athletic activity (e.g., swimming, distance running, high-intensity aerobic activity), but participants, coaches, officials, and spectators should wear a face covering when not actively engaged in competition/practice
- Athletes and coaches should refrain from high fives, handshake lines, and other avoidable contact with teammates, opposing teams, coaches, umpires, and fans
- **Assess the risk of the particular activity or sport.** Noncontact sporting events and activities (including, but not limited to, baseball, softball, golf, disc golf, tennis, cycling, track and field and cross country or running events, swimming, skiing, archery, cricket, and equestrian) generally present lower risk in terms of COVID-19, while contact sporting events and activities (including, but not limited to, wrestling, football, rugby, basketball, soccer, lacrosse, competitive cheer, ice and field hockey, mixed martial arts, boxing, volleyball, water polo) can present moderate to high risk. Appropriate modifications and precautions can further the safe resumption of such activity
- Certain components of training are appropriate to temporarily limit or modify. Consider focusing on skill development and play that limits or reduces close contact between persons
- Consider limiting competition to teams in your region or league/conference. Expand play as appropriate in light of COVID-19 case prevalence existing at the time. **Avoid scrimmages** with other teams outside official competition
- Limit transporting teams/athletes in large groups where possible. When group transport is required, everyone in the vehicle should be encouraged to wear a cloth face covering and practice social distancing in the vehicle as much as possible. Give special consideration to appropriate precautions where overnight travel is involved
- Disinfection and handling of sporting equipment:



- Whenever possible, equipment and personal items should not be shared. If equipment must be shared, disinfect between each use or as regularly as possible, according to CDC/EPA guidelines for disinfection (e.g., track and field relay batons and field implements, ball racks, tackling dummies)
- To the extent possible, avoid sharing equipment or balls between teams. For applicable sports, balls and other equipment should be rotated on a regular basis to limit contact by multiple users, unless disinfected
- Identify alternate rules of play due to COVID-19 where possible
  - Refer to Tennessee Secondary School Athletic Association's modified regulations, as applicable, or other rules from a league or sport governing body or association
  - Running or similar events with larger groups of participants should consider utilizing smaller heats/waves or interval starts. Use electronic timing if possible to minimize congestion at the start/finish, and have finish line officials wear face coverings. Use venues or courses that allow for greater physical separation of athletes
  - **Tournaments could utilize single elimination** to decrease interaction between teams and reduce the number of persons that remain on-site
  - **Expand the sidelines area** for social distancing, and limit pre-game meeting attendees
  - Refer to COVID-19 rules or resources from a sport's governing body (e.g., USA Gymnastics, USA Track and Field, USA Softball, USA Football, USA Hockey, US Golf Association, Little League®)
- Use caution with indoor practices/training and competition. Use social distancing and, when appropriate, face coverings. Improve ventilation where possible and as permitted by building regulations.
- Athletes, coaches, and others are encouraged to use personal beverages rather than use team/shared bottles
- **Positive COVID-19 case management:** Organizers/coaches should maintain a complete list of persons, with contact information, present at each practice/ competition and cooperate with the local health department in the event of a confirmed case of COVID-19 by a participant. An effort should be made to maintain a log of spectators with contact information, to the extent possible, so that participants may be notified by public health officials if close contact has occurred
- Consider offering virtual participation or spectating options where possible
- Virtual team meetings are encouraged where possible
- Limit awards ceremonies or post-event celebrations to reduce potential for larger crowds
- Implement appropriate precautions for band section and cheerleaders, if present. Due to the potential increased risk of virus transmission during



certain activities that project respiratory droplets, the use of bands at contests is discouraged. If a band is present, limit to a halftime performance or relocate the band from the stands to other available areas away from crowds and increase the amount of physical distance between band members. Increase the amount of physical distance between cheerleaders as well as between cheerleaders and other persons if projected voices are to be used

- Other resources:
  - Tennessee Secondary School Athletic Association Regulations
  - CDC Considerations for Youth Sports
  - CDC Youth Sports Program FAQs

# **Swimming Pools**

These Guidelines are intended for all swimming pools, including indoor and outdoor community, members-only, housing complex, hotel, waterpark, and exercise facility swimming pools.

- Limit group sizes of aquatic fitness classes, swim lessons, swim practices and competitions, or gatherings. Use caution with group games
- Modify layouts of deck chairs and tables to ensure at least 6 feet of separation between families or small groups of acquaintances
- Provide physical reminders for social distancing (e.g., lane lines in pool, non-slip markings on deck, signs, or audio reminders)
- **Implement cleaning and disinfecting practices** for locker rooms and frequently touched surfaces. At pools that are not staffed at all times, have cleaning products available for patrons to self-clean shared surfaces before and after use. Use cleaning products that are appropriate for aquatic venues
- Use caution with areas of the facility not conducive to social distancing or limit to household or small groups, such as hot tubs and saunas, as density of people within a confined area increases opportunity for virus transmission
- For venues with a lifeguard on duty, assign COVID-19 monitoring and cleaning responsibilities to a staff member other than a lifeguard on duty

# **Youth Camps**

- **Limit group sizes and mixing.** Cohort campers in small groups and schedule those small groups to do activities and eat meals together. Limit congregation and mixing between cohorts and have dedicated staff for each cohort
- Campers should be encouraged to wear cloth face coverings if age and



developmentally appropriate

- Any singing activities are encouraged to take place outdoors and maintain at least 15 feet of separation—and more if possible—between persons. Research suggests that activities like singing or using a projected voice may project respiratory droplets in greater quantity and over greater distance, increasing the risk of COVID-19 transmission, particularly with prolonged exposure
- **Limit non-essential persons in the facility** to reduce possible COVID-19 exposure. Pick-up and drop-off are encouraged to occur outside the facility if possible. Hand hygiene and health screenings are encouraged before or upon arrival
- Communicate expectations and precautions to families in advance. Help campers and families understand precautions to prevent the spread of COVID-19
- Minimize field trips that increase mixing of cohorts or increase public contact
- Encourage parents to observe special activities or performances virtually, rather than in-person, where possible
- Be cautious with staff and campers who live within geographic areas experiencing greater COVID-19 case prevalence
- Consider additional pre-screening measures, such as obtaining COVID-19 testing or monitoring for symptoms during the 10-14 days prior to arrival
- For overnight camps, limit dorm/cabin access to residents. Modify sleeping arrangements to incorporate social distancing (e.g., space beds, limit number of persons per cabin or tent)
- Identify an isolation area to separate anyone who begins to exhibit COVID-like symptoms and is not able to immediately leave the facility. Have the person wear a mask until departure. Monitor persons who had close contact with the ill individual; have any staff with the person wear a face covering and take appropriate protective measures

#### **Additional Resources**

The Tennessee Departments of Agriculture, Education, Health, Human Services (Child Care Providers), and Environment and Conservation (State Parks), the Office of Faith-Based and Community Initiatives (Houses of Worship), the Tennessee Higher Education Commission, and the Tennessee Entertainment Commission (Media Production) have released guidance for relevant sectors.