State of Louisiana

Office of Alcohol and Tobacco Control

John Bel Edwards
Governor

Juana Marine-Lombard
Commissioner

June 16, 2020

PHASE TWO: LIVE ENTERTAINMENT
Guidance Updated by State Fire Marshal

Recently, State Fire Marshal updated guidance related to Phase two and live entertainment. As per the update, indoor live entertainment may be permitted in certain circumstances. Permit holders are not required to contact the ATC for approval of live entertainment. Such request for entertainment must be submitted directly to the State Fire Marshal via email at SFMDispatch@gmail.com. For additional information, please visit https://opensafely.la.gov/DownloadFile.ashx?ID=12&TBL=tblPubliclinks.

To ensure the community remains safe during this unprecedented time, all establishments are urged to continue practicing social distancing and follow the safety practices set forth by the State Fire Marshal and the LDH. ATC remains committed to serving the public and have appreciated the patience that permit-holders have exhibited. We look forward to the day when the State returns to normal operations. Should you have any questions or concerns, please contact ATC at 225-925-4041.

Sincerely,

Juana Lombard
ATC Commissioner

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OpenSafely

Stay Safe Against the Coronavirus

MAINTAIN PHYSICAL DISTANCE
Even if you feel well, stay at home as much as possible. In public, keep at least 6-feet distance from others. Avoid unnecessary appointments.

PRACTICE GOOD HYGIENE
Wear a face mask or covering in public. Cover your cough and sneezes. Avoid touching your eyes, nose and mouth.

PROTECT LOUISIANANS AT RISK
Take special caution to avoid exposing the elderly and people with underlying health conditions. Stay home when sick.

Phase 2A - Restaurants, Cafes and Coffee Shops, Bars, Nightclubs, and Micro-Breweries

START DATE: June 5, 2020

UPDATED June 12, 2020

The Office of State Fire Marshal is providing you with this update in conjunction with the Office of the Governor and the Louisiana Department of Health to keep you up to date with additional information and/or changes as it becomes available during our battle with COVID-19. These notifications are issued automatically and immediately to those who sign up through "OpenSafely" (https://opensafely.la.gov/).

Every attempt is being made to highlight critical changes that have occurred since the previously published notification for your convenience. However, please read through this entire document in context as these changes do not stand on their own and all of the additional general information and clarifications made may not be highlighted.

Preface:

This phasing plan applies to those non-essential businesses that have been affected during the COVID-19 stay-at-home order. Essential (critical) infrastructure businesses are not further restricted by these new guidelines and may continue to operate under the current guidelines that are applicable to the specific business. Refer to: https://gov.louisiana.gov/assets/docs/covid/Essential-Infrastructure_fact-sheet.pdf for specific information regarding critical infrastructure businesses.

COVID-19 is a highly contagious and deadly disease. The fundamental concept of this phased opening plan is to slowly open businesses at reduced occupant capacities that will allow for social distancing and circulation to keep employees and patrons safe. Everyone's cooperation is critical to the success towards defeating this disease and revitalizing our economy.

The virus spreads primarily through person-to-person contact, from droplets that are formed by coughing, sneezing or other projections, or by touching infected surfaces and then touching one's eyes, nose or mouth. Individuals can carry the virus and be contagious for up to 14 days prior to having any symptoms. The guidelines outlined below for social distancing, face coverings and sanitation are proven methods of mitigating these modes of transmission. **THE MOST IMPORTANT FACT** to remember is that COVID-19 is still prevalent across the state. We must all continue to do our part to help slow the spread, protect the most vulnerable and continue to remain vigilant until a cure or vaccine is widely available to provide general immunity.

While not required, below are a few public health recommendations for businesses looking for ways to protect employees and staff:

- Strongly encourage customers to wear masks or face coverings (see LDH's downloadable "thank you for wearing a mask" poster options 1 and 2 for business storefronts);
- Screen customers for symptoms before entry;
- Move to reservation systems to discourage congregating in groups while waiting for service;
- Adopt sick leave policies that reduce the disincentive for employees to try to come to work sick; and
- Allow employees in high-risk groups or who directly live with/care for a high-risk individual to work in areas without direct public contact

Guidance:

Restaurants, cafes, coffee shops, bars, nightclubs, and microbreweries must adhere to moderate mitigation standards and social distancing measures to prevent the spread of COVID-19. Six feet of separation from other individuals not within the same household is recommended. Measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced. **Individuals 65 years or older, people of all ages with poor control of medical issues like high blood pressure, heart disease, obesity, or a weakened immune system are at a higher risk for getting very sick or dying from COVID-19 and should strictly adhere to all CDC guidelines, and are encouraged to stay at home as much as possible.** The specific requirements and guidelines for this service industry during this phase are listed below. These requirements and guidelines supplement and do not replace any directives or guidance provided by other state agencies, boards and commissions, or other authorities having jurisdiction. Where conflicts occur, the stricter of the requirements will apply.

Limitations:

Indoor live entertainment, which includes but is not limited to bands and karaoke, may be considered by submitting a written request to address the following:

- The HVAC system must provide a minimum of 6 air changes per hour (ACH) within the space occupied by the audience and performers. Documentation shall be provided to identify the CFM's for the air handling unit(s) serving the space and the cubic footage of the space served.
- A minimum 12 feet of separation shall be provided between the performers and attendees.
- Provide at least one of the following additional mitigation measures:
    - In-duct UV-C light system placed in supply side, ahead of any branch connections, or in the return side of each air handling system serving the space.
    - Direct air flow towards the performers and away from the attendees at a minimum rate of 2,000 CFM.
    - An independent HVAC system dedicated exclusively for the performance area.
- Each performer must follow the social distancing guidelines.
- Management shall offer face coverings and temperature checks to attendees.

Requests are to be emailed to SFMDispatch@gmail.com for review by the Office of State Fire Marshal and the Louisiana Department of Health. Every attempt will be made to provide a response to you within 2 business days of receipt.

Occupant Capacity and Building Safety Rules:

The maximum building capacity during the **Phase 2** period is limited to:

- 50% of the normal established capacity for restaurants, cafes, coffee shops, microbreweries, and bars with LDH food service certificates;
- 25% of the normal established capacity for bars and nightclubs without LDH food service certificates.

Achieving the percentages listed above may be limited by the social distancing requirements as outlined below. Please note that capacity restrictions should be applied down to the individual room, not just overall facilities.

- Do not exceed the maximum building capacity as listed above which may be determined as follows:
    - One person per 30 square feet of gross area for restaurants, cafes, coffee shops, microbreweries, and bars with LDH food service certificates;

      OR
    - One person per 60 square feet of gross area, or 25% of the posted capacity by order of the State Fire Marshal, for bars or nightclubs without LDH food service certificates.

Seating Arrangement Options:

- **Option 1, Active Monitoring.** Tables may be arranged to allow for 6 feet between persons or may be arranged 6 feet apart, measured from table edge to table edge, with back-to-back seating with the following additional measures being taken:
    - Management should allow for non-contact temperature checks of patrons (subject to the availability of thermometers);

      AND
    - Signage shall be provided to notify patrons to not enter if they have any symptoms of COVID-19 (See signage example at the bottom of this document).

- **Option 2, Partitioning Tables.** Minimum 6-foot high partitions, screens, or fire-retardant or flame-resistant curtains may be placed between tables or seating arrangements.
  NOTE: curtains or similar loosely hanging furnishings will require daily cleaning.

- **Option 3, Strict Social Distancing.** Tables shall be arranged such that a minimum of 6 feet of distance between persons seated at other tables is maintained, and more specifically:
    - Tables shall be placed a minimum of 6 feet apart, measured from the table edges, where movement or seating between tables is not necessary;
    - Where movement between tables is necessary, or where one person is seated between tables, the tables shall be spaced a minimum of 8 feet apart from the table edges;
    - Where persons are seated at each table back-to-back, the tables shall be spaced a minimum of 10 feet apart from the edges.

- Booth seating units can be fully utilized if separated by partitions with a height that exceeds the height of an average seated patron's head. If not, they are subject to spacing as provided above.

- No more than 10 persons shall be seated at a single table and such parties should be members of the same household.

- Table service is allowed.

- Self-serve buffets and other common food service stations shall remain closed.

- Interior waiting areas shall remain closed. Waiting may be provided outside of the facility while following social distancing guidelines or persons shall wait in cars. Reservations are strongly encouraged.

- Avoid gatherings in the building while entering, exiting, or moving about.

- Kitchen and employee area capacity shall be reduced to allow for 6-foot distancing between employees.

- ~~Indoor live entertainment, which includes but is not limited to bands and karaoke, is not authorized in this phase. This limitation does not apply to disc jockeys or music played via speaker system.~~ Disc jockeys or music played via speaker system are permitted.

- Outdoor live entertainment, including singing or blown instruments, must allow for 6-foot distancing and 2-foot aisle between entertainment and audience.

- Dancing, indoors or outdoors, is not authorized in this phase.

- Customers are required to be seated at tables and not congregating in open areas of the establishment.

Restaurant outdoor dining areas – self-serve or table service allowed and outdoor live entertainment with no dancing or standing. Refer to OSFM Interpretive Memorandum 2020-23 for outdoor dining limitations and guidance which will remain effective throughout Phase **2**. See: http://lasfm.org/doc/interpmemos/im_2020-23_Revised.pdf .

Checklist for Management:

☑ Actively enforce the capacity and social distancing requirements and manage the customers' movements.

☑ Ensure the exterior waiting areas are not blocked.

☑ Maintain social distancing requirements explained in this document.

☑ EPA recommends that building owners and managers take proactive steps to protect public health by minimizing water stagnation during closures and taking action to address building water quality prior to reopening: https://www.epa.gov/coronavirus/information-maintaining-or-restoring-water-quality-buildings-low-or-no-use

Checklist for All Staff:

☑ Check for fever or respiratory symptoms daily.

☑ Keep at least 6 feet from other employees and customers.

☑ Wear face coverings.

☑ Wash your hands often.

☑ Wash hands or use hand sanitizer between each customer interaction.

☑ Clean and sanitize tables and counters, as well as surfaces that customers touch often, like doorknobs, handles, plates, light switches, countertops, refrigerator and freeze door handles, etc. Current evidence suggests that SARS-CoV-2 may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty surfaces, as well as high-touch surfaces, followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in community settings. Follow the CDC guidance for proper cleaning and disinfecting. https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

- ☑ Clean and disinfect the restrooms regularly.

- ☑ Handwashing is the most important hand hygiene that can be done to stop the spread of COVID-19. Gloves are recommended when handling money, but not recommended for other tasks that do not normally require gloves. If gloves are worn:
  - Hands should be washed before putting gloves on and after removing gloves.
  - Gloves should be changed often, changed between tasks, changed when they are obviously soiled, and changed after each interaction with a new individual.

- ☒ Do not touch the customers.

Face Covering Guidance:

Refer to Louisiana Department of Health guidance here:

http://ldh.la.gov/assets/oph/Coronavirus/resources/CDC-DIY-cloth-face-covering-instructions.pdf

Steps for Cleaning of Areas and Other Items:

1. First, clean the area or item with soap and water or another detergent if it is dirty.

2. Then, use disinfectant.

   - If possible, use EPA-registered household disinfectant.

   - Follow the instructions on the label to ensure safe and effective use of the product.

     Many products recommend:
     - Keeping surface wet for a period of time (see product label).
     - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.

     Diluted household bleach solutions may also be used if appropriate for the surface.
     - Check the label to see if your bleach is intended for disinfection and ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening, may not be suitable for disinfection.
     - Unexpired household bleach will be effective against coronaviruses when properly diluted.
     - Follow manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser. Leave solution on the surface for at least 1 minute.

     To make a bleach solution, mix:
     - 5 tablespoons (1/3rd cup) bleach per gallon of water; or
     - 4 teaspoons bleach per quart of water.

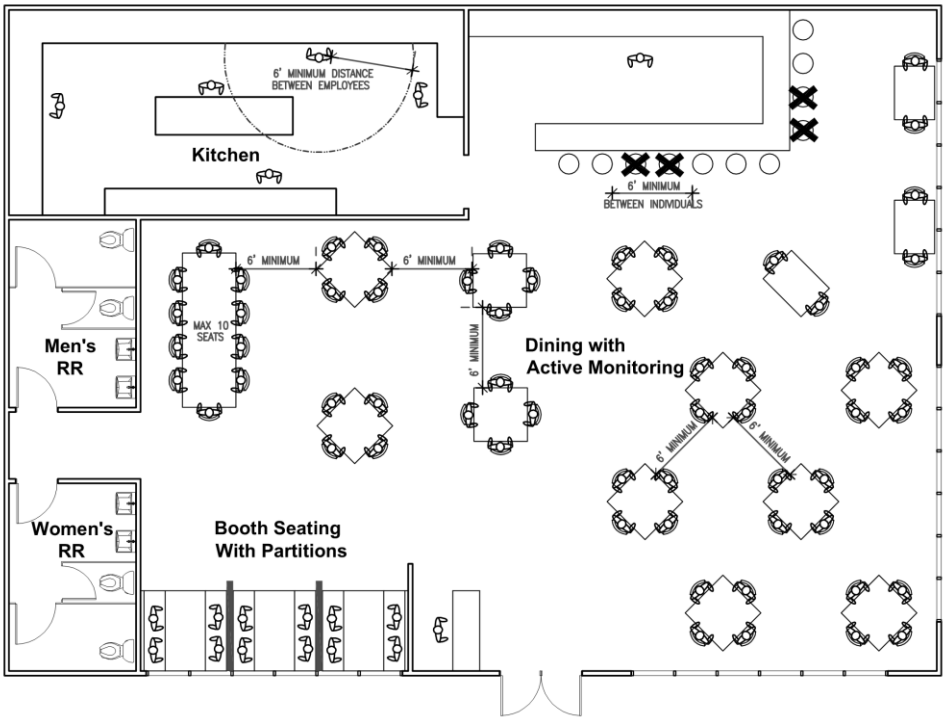
     Alcohol solutions with at least 70% alcohol may also be used.

The CDC offers this additional guidance for cleaning: https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

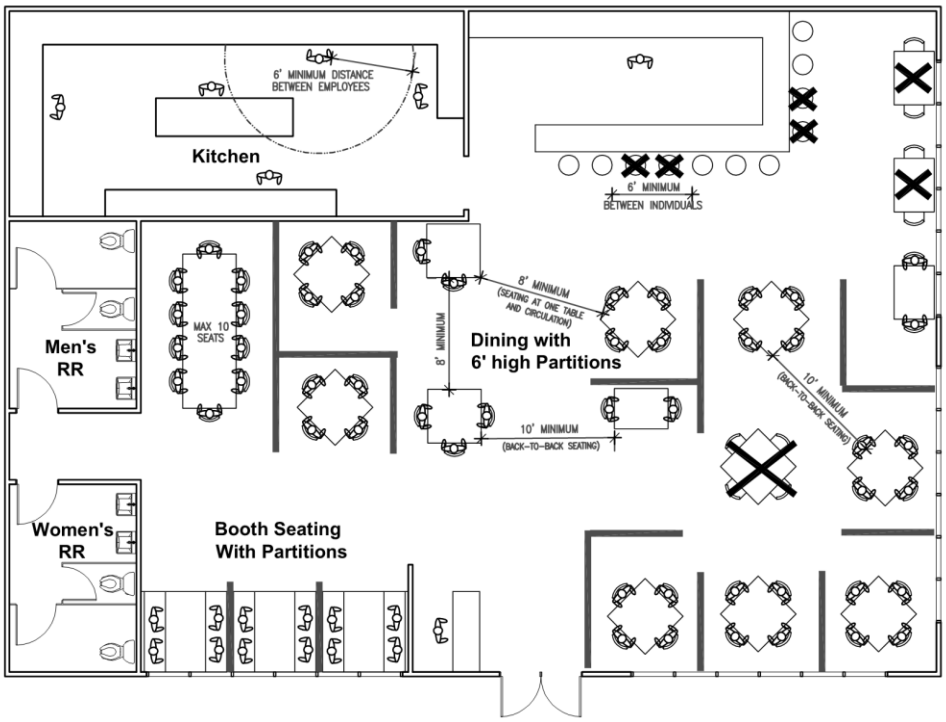
Sample Seating Layouts:

Normal maximum capacity = 200 → Phase 2 maximum capacity = 100 (50%)

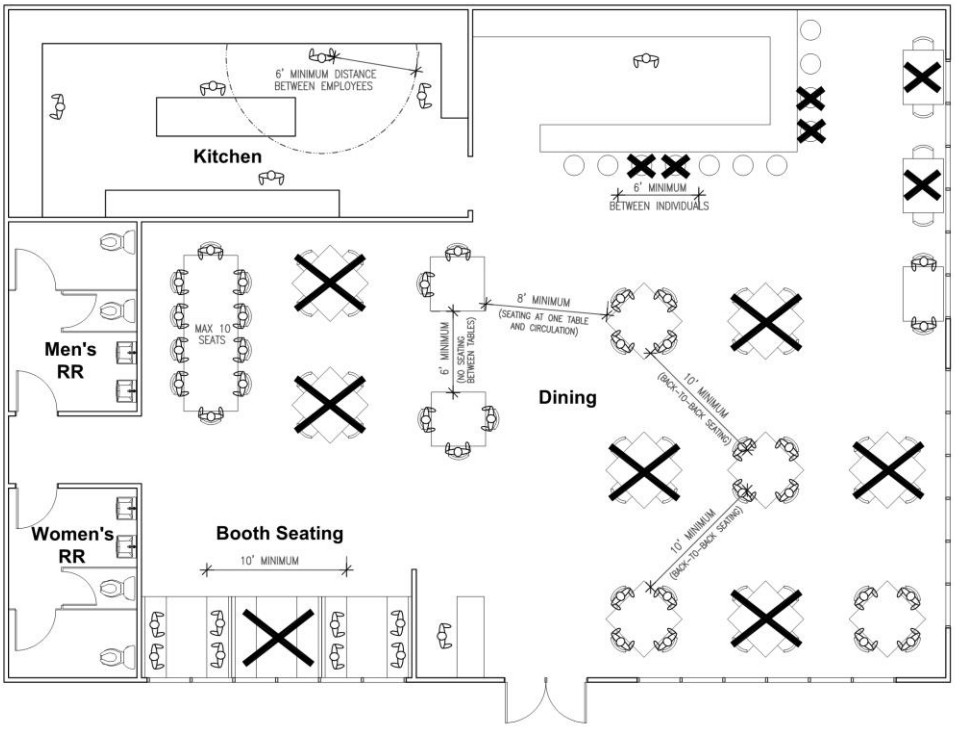
Option 1, with Active Monitoring:



Option 2, with Partitioning of Tables:



Option 3, with Strict Social Distancing:



<u>Reference Documents:</u>

- ❑ Essential (Critical Infrastructure) Services remain operational with guidelines in place. See: https://gov.louisiana.gov/assets/docs/covid/Essential-Infrastructure_fact-sheet.pdf
- ❑ Restaurant outdoor dining areas self-serve or table service allowed and outdoor live entertainment with no dancing nor standing - begins May 1st. Refer to OSFM Interpretive Memorandum 2020-23 for outdoor dining limitations and guidance which will remain effective throughout **Phase 2**. See: http://lasfm.org/doc/interpmemos/im_2020-23_Revised.pdf
- ❑ Face mask sign option 1: http://ldh.la.gov/assets/oph/Coronavirus/resources/Face-Mask-Sign-Option-1.pdf
- ❑ Face mask sign option 2: http://ldh.la.gov/assets/oph/Coronavirus/resources/Face-Mask-Sign-Option-2.pdf

Signage Samples:

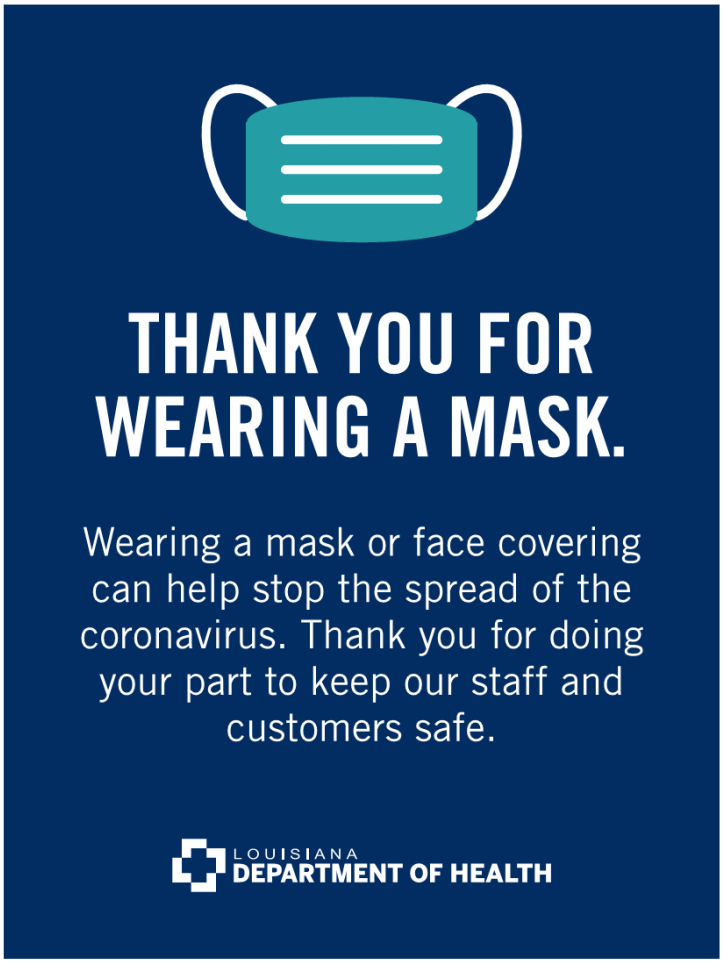
COVID-19 DAILY SELF CHECKLIST

Review this COVID-19 Daily Self Checklist before entering this establishment.

HAVE YOU EXPERIENCED ANY OF THE FOLLOWING SYMPTOMS?

- ☑ Fever (temperature over 100.4°F) without having taken any fever reducing medications
- ☑ Loss of smell or taste
- ☑ Shortness of breath or difficulty breathing
- ☑ Fatigue
- ☑ Muscle or body aches
- ☑ Headache
- ☑ Sore throat
- ☑ Congestion or runny nose
- ☑ Nausea/vomiting, diarrhea, loss of appetite
- ☑ Asked to self-isolate or quarantine by a medical professional or by a local public health official

SYMPTOMS MAY APPEAR **2-14 DAYS AFTER EXPOSURE TO THE VIRUS.**

If you answered yes to any of the above symptoms in the checklist, please do not enter this establishment and seek medical advice immediately.

For more information, please visit: *http://ldh.la.gov/coronaviurs* or *http://cdc.gov*.