



ALLEN COUNTY WAR

# MEMORIAL COLISEUM

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## Response To COVID-19

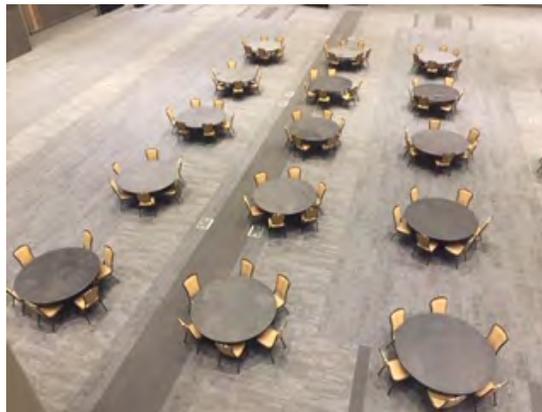
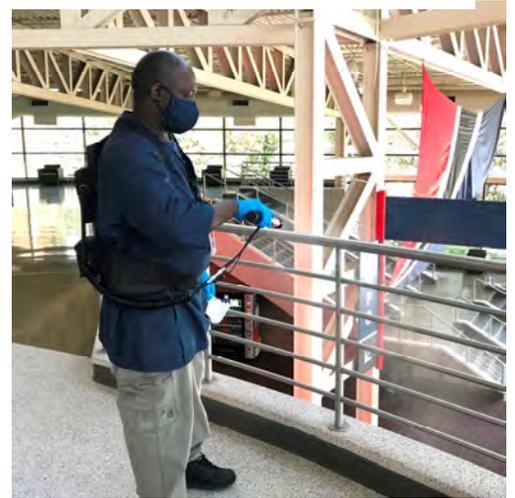
Our thoughts are with all who have been impacted by the COVID-19 pandemic.

The management team of the Allen County War Memorial Coliseum takes our role as caretakers of a place our guests choose to come to, very seriously. We aim to be responsible employers by providing a safe environment for all. As part of our commitment to help protect each of our valued guests and our team members, we want to share with you the precautions we are taking in response to COVID-19.

### FACILITY

We take great pride in our normal, routine practices to maintain a clean and sanitary environment. In response to COVID-19, we have implemented enhanced cleaning measures that reflect the recommended standards of the Centers for Disease Control and Prevention (CDC). All high touch and high traffic areas are being cleaned and disinfected frequently. Our cleaning protocol includes:

- **Cleaning** to remove dirt and impurities from surfaces, which may lower germ counts prior to disinfecting
- **Cleaning Technique** for high touch areas includes using soap and water or a cleaning solution to remove dirt
- **Disinfecting** reduces and kills germs on surfaces and objects
- **Disinfecting Technique** for high touch areas includes cleaning products effective against coronavirus.
  - Electrostatic cleaning equipment will be used to disinfect seating areas, restrooms, handrails, elevators, escalators and other high touch areas prior to each event
- **Documentation** of health and safety practices and enhanced cleaning protocols will be recorded and maintained
- **All event set ups** will be utilizing social distancing as a guideline, barriers, floor spacing signage, sanitizing stations will be in place at ticket office, concession stands, restrooms to guide and protect guest.



## GUESTS

We recognize that these are unsettling times and we want guests to know that their safety and well-being are our first priority.

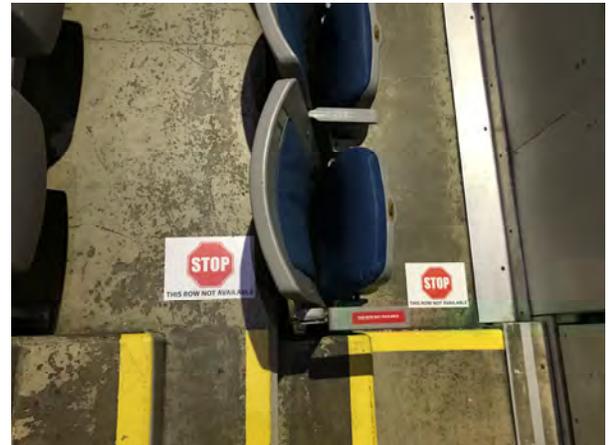


- **Social Distancing** practices, per CDC recommendations, should be followed on stairways and escalators, inside elevators, at event entrances, restrooms and concession areas and in seating sections and smoking areas
  - In the Arena, available seats will be marked with a green sticker and closed rows will be marked with a red stop sign on the floor, allowing family members to sit together, while maintaining proper social distance from other guests



○ In the Conference Center and Meeting Rooms, tables will be set to promote social distancing. An example is a six foot diameter table will be set with six chairs

- **Hand Washing** with soap and water for at least 20 seconds is vital to help stop the spread of virus and guests are encouraged to wash their hands after any of the following activities: using the restroom, sneezing, touching face, blowing nose, smoking, eating or drinking
- **Sanitizing Stations** with hand sanitizer and/or disinfectant cleaning cloths will be available throughout the complex and we encourage guests to use them
- **Personal Protective Equipment (PPE)**, specifically the use of masks or other facial coverings, is encouraged to be used by guests attending events
- **Food Service** to guests will be staff-served in individual portions and will not include any self-service buffet options.



Glass shields will be used at points of service

- **Seating Spacing** will either be marked with a sticker (in the Arena) or planned for in the set up (banquet set up, tables spaced 8 feet apart) to indicate seating for family units or separated for social distancing
- **Entry and Exits** will be clearly marked and located in separate areas to avoid cross over of incoming and exiting guests
- **Gathering** of groups before, during or after an event is discouraged to maintain social distancing.
- **Signage** reminding guests to social distance, wash hands, wear a face covering will be posted throughout the building
- **Queue lines to enter** will be managed using common methods such as lines marked on the ground, rope and stanchions, fencing or bike rack, in combination with workers who provide information about anticipated wait time and ingress procedure and also enforce social distancing



- **Attendance numbers** will be monitored by a hand count or with a ticketing scan count
- **Not Feeling Well** - for the safety of other guests and Coliseum team members, we ask you stay home if you are not feeling well and invite you to return when you are feeling better



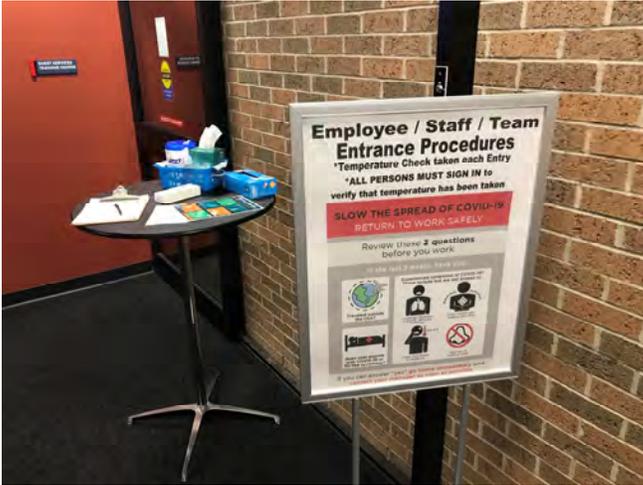
- **Individuals 65 years of age or older, or those in high risk categories with**

underlying health conditions, should consider not attending any events at the facility

## TEAM MEMBERS

We are actively communicating with team members about their role in helping prevent the spread of germs, including thorough hand washing, avoiding contact with people who are sick and, of course, staying home if they are not feeling well. The following measures are now in place:

- **Health Screening** and educating staff on the symptoms of COVID-19, as well as, policies and procedures for maintaining a healthy workplace, including sending employees home if they arrive at work while feeling ill or displaying symptoms



- **Temperature** checks will be performed prior to the start of any work shift

- **Social Distancing** practices, per CDC recommendations, will be followed by team members

- **Hand Washing** with soap and water for at least 20 seconds is vital to help stop the spread of virus and all team members have been instructed to wash their hands every 60 minutes and after any of the following activities: using the restroom, sneezing, touching face, blowing nose, cleaning, sweeping, mopping, smoking, eating, drinking and before and after starting a shift

- **Personal Protective Equipment (PPE)** will be worn by our team members in adherence to state and local regulations and guidance

- Allen County War Memorial Coliseum requires team members to wear face coverings whenever they are

working in an area that is open to the public and/or where proper social distancing cannot be reasonably maintained

- Gloves will be worn by team members handling food, tickets or any object touched by a guest

- **Equipment Disinfecting** will occur prior to first use, between users and at the conclusion of each shift, including mops, brooms, dustpans, janitorial carts, trash receptacles and event specific tools

- **Daily Pre-Shift & Timekeeping** will be modified to minimize traffic and volume of staff in back of house areas, with hand sanitizer usage required before and after using a time clock