



COVID-19 Outdoor Event Safety Plan

Complying with Provincial Health Orders

Event organizers are responsible for planning an event and creating a COVID-19 Safety plan that meets the requirements of any [orders, notices, or guidance issued by the Provincial Health Officer](#), and the appropriate health authority, relevant to their proposed activities, at the time of the proposed event.

The purpose of this COVID-19 Safety Plan is to outline relevant event details and will describe how the event organizer will ensure compliance to current Public Health orders.

Regulatory Context

[BC Restart Plan](#)

[Provincial Health Office Orders](#)

[WorkSafeBC – COVID-19 General Information](#)

[WorkSafeBC – Industry-Specific information page](#)

[Post-Secondary Go-Forward Guidelines](#)

Event Details

Complete the fields below

EVENT NAME	_____
EVENT DATE(s)	_____
EVENT TIME(s)	_____
EVENT LEAD (Name)	_____
UBC EVENTS ONLY:	
SPONSOR (relevant leader/approver)	_____
APPROVAL FROM EVENT SPONSOR	<input type="checkbox"/> Approval Received Approval Pending
EVENT LOCATION (Outdoor)	_____

[Briefly describe the event, how many patrons are you expecting, list whether there be a food/drink service etc.]



Responsibility

We can all contribute personally to the pandemic response and safety of our communities by getting vaccinated (as we are able), following campus safety plans, performing a daily health check, staying home when sick, following handwashing and hygiene etiquette and following public health orders and guidelines both on and off campus.

It is up to each one of us to do our part, but it is our collective efforts that will make the difference.

For all events:

Before hosting, participating in, officiating at or being a spectator at, or for any other reason being present at an event, a person must carry out a health check. **A person who has not passed the health check must not be present at an event.** The organizer should plan for dedicated isolation areas and travel provisions for individuals showing symptoms of illness while waiting for transportation home or to a medical center.

If a person who becomes unwell during an event:

- In an emergency, call 911.
- Anyone who is ill or believes they have COVID-19 symptoms must isolate from the event and complete the BC self-assessment tool at <https://bc.thrive.health/> or call 811 and follow the instructions provided.

Note: UBC will defer to Public Health to manage any notifications. UBC will assist in distributing these notifications if required.

UBC COVID-19 Rules

COVID-19 Campus Safety rules apply to all persons on campus. These rules confirm expectations of all members of the campus community, including:

- [Completing Daily Health Assessments](#) - required of everyone prior to attending campus
- [COVID-19 training](#) - required of employees
- [Wearing non-medical masks](#) - non-medical masks are recommended in alignment with Step 3 of BC Restart Plan
- [Following Direction of Public Health](#) - as it relates to Provincial Health Officer Orders, contact tracing and isolation requirements

For further information and complete list of rules, visit [UBC Campus Rules & Guidance Documents](#).

Frequently asked questions about COVID-19 protocols at UBC can be found [here](#).



Relevant UBC COVID-19 Safety Plans

Sector-Specific / Venue-Specific Requirements

Leisure spaces at UBC may have their own COVID-19 safety plan or directives that meets sector-specific requirements of BC. List any UBC managed, location-specific safety procedures that need to be followed:

Meeting the Requirements of Provincial Health Orders

Compliance with Provincial Health Orders:

1. Obtain a copy of the most recent [Provincial Health Orders](#) relevant to the event.

Note: This safety plan will be required to be updated if the Orders change between the date the plan is written and the date of the event. Note that bookings may have to be modified or cancelled if ordered by the Provincial Health Officer.

2. Outline how you will meet the requirements listed in the relevant orders.

Applicable Provincial Health Order(s):

Applicable Section(s):



Detail how you will satisfy the requirements of the order:

[Attach site plans, if relevant, to Appendix A]

Communication Strategy

Describe where a physical copy will be available during the event, and if applicable, list the webpage where it can be viewed online:

Event patrons will be notified of COVID-19 protocols and expectations by:

[describe how this will be communicated]



Health & Safety Concerns

- UBC Staff and Faculty should raise their concerns to their supervisor.
- In the event of an emergency please follow the applicable emergency response procedures, such as from the hosting facility or as required under other service agreements.

Note: This Plan may defer to the specific facility's response procedures if contractually provided

- For non-emergencies, event organizers may contact outdoor.events@ubc.ca

APPROVAL SECTION

To be completed by UBC Film & Events Office

<input type="checkbox"/> APPROVED
<input type="checkbox"/> REQUIRES FURTHER REVIEW [Briefly provide context for decision]



Appendix A: Floorplans