

## Re-opening the Midrealm for Business & Social Meetings

1. Follow State and local regulations regarding meeting sizes and emergency measures. NOTE: The Middle Kingdom may require more stringent guidelines, which are subject to modification and rescindment.
2. Contact tracing log (Meeting Attendance Form), Seneschal to include meeting date, will be required for all physical meetings pursuant to CDC guidelines.  
<https://www.cdc.gov/coronavirus/2019-ncov/php/open-america/contact-tracing.html>
  - a. **Required information:** First and last name (mundane) and a valid telephone number or e-mail in order to be provided to local CDC in case of report of confirmed case.
    - i. These records must be maintained by the local Seneschal and sent quarterly to the Regional Seneschal for record keeping purposes.
      1. They can be scanned or kept electronically and emailed (preferred); or
      2. Mailed and the Regional will scan to keep the electronic record.
        - a. All Seneschals must be cognizant of PII security measures regarding information retained.
    - b. A sign/print out of the Required Precautions (see form) must be posted. These requirements should also be posted on group webpages and included with advertising the meeting/social gathering.
    - c. It is recommended that when posting/advertising the meeting/social gathering that you note attendance is not required and is done at the attendees own risk.
    - d. Once maximum capacity for gathering is met, no further attendees are permitted.
    - e. It is recommended that the local Seneschal print the contact tracer PDF from the CDC to provide attendees if there are questions regarding contract tracing.
  3. Required Precautions for Populace
    - a. Mask for all attendees worn properly. Groups may provide masks, but are not required. It is ultimately the attendee's responsibility to provide their own mask.
      - i. If an attendee can not wear a mask due to health conditions, they should not be attending.
      - ii. Anyone who is has an underlying condition that may increase risk should not attend an event until the CDC has deemed it appropriate.  
<https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html#plan-prepare> (excerpt from the High risk population pdf)
    - b. Social distancing (6 ft).
    - c. If no handwashing facilities available, hand sanitizer must be provided by the group.
    - d. Surfaces (tables, etc) must be cleaned and disinfected before and after the meeting/social gathering using a CDC recommended cleaner and methods:  
<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
    - e. Attendees MUST be symptom free. Here is a list of symptoms defined by the CDC.  
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
    - f. If an attendee experiences symptoms up to 14 days after a meeting/social gathering, they MUST contact their local seneschal.**
    - g. Individuals failing to meet these requirements will be asked to leave.
    - h. At this time, marshal activity is NOT permitted.
    - i. No communal food or drink is permitted.

## **Appendix A: Underlying medical conditions that may increase the risk of severe illness from COVID-19 for individuals of any age.**

- People 65 years and older
- People who live in a nursing home or long-term care facility
- People of all ages with underlying medical conditions, particularly if not well controlled, including:
  - People with chronic lung disease or moderate to severe asthma
  - People who have serious heart conditions
  - People who are immunocompromised
    - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
  - People with severe obesity (body mass index [BMI] of 40 or higher)
  - People with diabetes
  - People with chronic kidney disease undergoing dialysis
  - People with liver disease