



Mandatory Requirements for Competition Organizers

ESP Comments/ Applied Methods/ and Actions in Red Text. Updated 5.18.20 in blue text.

D. General

All USEF-licensed competitions must comply with all applicable federal, state and local regulations, requirements and orders as well as WHO recommendations and CDC guidelines as they relate to mass gatherings and sporting events. Additionally, competition organizers must implement the USEF requirements listed on the following pages and are very strongly encouraged to implement all recommended best practices contained herein or similar practices for mitigating risks related to the COVID-19 virus.

These requirements are in effect immediately and until further notice, however, they are subject to revisions as the COVID-19 virus environment changes.

USEF Competition Organizers must complete the WHO Mass Gathering for Sports Risk Assessment Tool and work with state and local governments and public health authorities prior to the start of the competition to help determine risks and mitigation measures. Competition Organizers are encouraged to consult their insurers and legal counsel as well.

ESP has been instrumental in helping develop these protocols with USEF since the March shutdown. We have very diligently studied and applied actions for all requirements based on our operations and facilities. We have also enhanced and added additional protocols that we feel are best for the general welfare of our exhibitors. We have been in close contact with local authorities - and any competition held at our facility will be with their knowledge and support.

If competition organizers have any questions, please contact Katlynn Sacco by email at ksacco@usef.org or by phone at (859) 225-6981.

E. Agreements

- Execute the Addendum to the USEF Licensing Agreement (provided by USEF) by the required deadline prior to the start of the competition.
- Ensure that all participants, including licensed officials and volunteers, provide emergency contact information and execute an updated *Waiver and Release of Liability, Assumption of Risk and Indemnity Agreement* required by USEF, as a condition of participation. Please ensure use of the updated form for competitions starting on May 6, 2020, or after. **This form will be made available with the entry blanks. Please note that all riders, parents and/or guardians, owners, coaches, and trainers must sign this form before any back numbers are assigned. Absolutely no entries will be accepted or processed before a back number is assigned with this process. No exceptions!** **These items are posted 5.18.20 on the pbiec.coth.com website under competitor tab.**
- Create an Emergency Response Plan specific to a COVID-19 incident or outbreak that includes local medical resources and addresses outbreak protocols including medical evaluation, isolation and quarantine, and reporting. **5.18.20 Updated protocol: As stated in the section F "Access" all persons accessing the show**

grounds will have their temperature checked upon arrival. If there is an elevated temperature observed in this process (ABOVE 99.5° F or 37.5° C) Then the “Fever or Sickness Protocol” will be:

The person will be isolated and either be taken by medic cart or escorted on foot to the onsite isolation tent that is under the direction of Palm Beach County Fire Rescue (PBCFR) and contracted for the event. If for any reason this person does not have a mask on (examples: temperature check in their car or having just come off a horse) then the person will be required to have a facial mask placed immediately. PBCFR (At their medical supervisors’ discretion) will either conduct a secondary temperature screening or call for an outside rescue. Once this person is turned over to PBCFR, they will assume the treatment responsibility and, if necessary, will transport or direct this person to the Palm Beach County resources for COVID-19 testing, treatment, tracking and isolation protocols for our county. The same procedure will be followed if anyone on the grounds present any symptoms or complaints of feeling ill. After these processes are completed, all areas of the isolation tent or medical transport will be sanitized thoroughly after the person has left occupancy of the carts or areas.

- If a COVID-19 incident or outbreak occurs, USEF, all participants and competition staff must be notified. **Emails will be required from all participants and competition staff and notification will be distributed immediately upon such an occurrence.** Should the “Fever or Sickness protocol” need to be enacted, the USEF will be notified and patient information will be submitted to the best of our ability without violation of HIPAA laws.
- Provide training for competition staff, volunteers and licensed officials regarding all procedures and requirements associated with the Plan. **All staff will follow the same ESP protocol by calling The Medics, Management, Emergency Coordinator, Security and Palm Beach County Fire Rescue on channel #2 of the ESP radio system.** The situation will be described on the radio and the appropriate personnel listed will handle the situation immediately.
- Ensure vendors and service providers are included in the communication and training requirements associated with the Plan. **Vendors will be extremely limited but any that are allowed to be on the grounds will be included in those notified.** Any vendors that are allowed on the grounds will be made aware of these protocols and will be required to notify us immediately if they witness any person exhibiting symptoms where we would need to enact the “Fever or Sickness protocol.”
- Disseminate a copy of the Plan to all applicable competition personnel- **Covered above.** This entire document will be sent to all personnel.
- Inform all participants, officials and competition personnel of protocols and safeguards implemented for their protection against spreading COVID-19 by providing them with a list of such measures. **All of the red text answers and comments are ESP procedures and protocols that will be followed.** All of this information is made available on the website and will be constantly updated for everyone to see.

F. Access

- Require temperature monitoring for volunteers, officials, competition staff and service providers once daily prior to entering the competition grounds. **We have invested in a thermal camera scanning system that everyone entering the grounds will to walk through OR be checked by security (or other personnel) with a touchless thermometer before they are allowed access through the gate checkpoint.** Any participant with a temperature below 99.5° F (37.5° C) may enter the facility. We ask that everyone check their own temperature

at home before coming to work to avoid any incident of possible exposure before this mandatory check at the main entry gate or gate checkpoint.

- Anyone who exhibits COVID-19 symptoms or has been in contact with someone who has tested positive for COVID-19 within the last two weeks, cannot enter the competition grounds. **This will be posted at the entry gate.**

- Refer to Appendix A for Self-Isolation/Self-Quarantine Directives in the event a person has a fever or exhibits other symptoms of COVID-19. **This entire document is posted on our website. In the event the “Fever or Sickness protocol” is enacted then these mandates will be at the direction of PBCFR.**

****Please reference Participant requirements regarding temperature monitoring on page 10 for Participant responsibilities.**

- Notify USEF, all participants and competition staff if a person who was present on the competition grounds tests positive for COVID-19 within 14 days of the conclusion of competition. **This will be followed immediately once ESP have been made aware of a positive.**

- Require a facemask or face covering for all staff, officials, volunteers, service providers and participants when not mounted on a horse. **This requirement will be followed and enforced by all ESP personnel along with social distancing requirements.**

****A participant cannot be disqualified or penalized for wearing a facemask or face covering while competing. All judges will be notified. This has been posted in all of our show information.**

G. Signage

- **Post signage that displays all applicable federal, state and local regulations, requirements and orders as well as WHO recommendations and CDC guidelines as they relate to mass gatherings and sporting events in effect at the competition. Posted at all entrances as well as appropriate signage throughout the property.**

- Post signage at all entrances to the competition grounds which identifies the symptoms of COVID-19 and states the following:

- To protect others from possible transmission of the virus, anyone who exhibits COVID-19 symptoms or has been in contact with someone who has tested positive for COVID-19 within the last two weeks, cannot enter the competition grounds. These individuals are encouraged to contact their health care provider immediately for further medical advice and must obtain documented clearance from their health care provider before entering the competition grounds. Participants must assume responsibility for themselves and their own staff (e.g. grooms, assistants, etc.). **Posted at all entrances**

Sample poster: Symptoms of Coronavirus Disease Posted in multiple locations throughout the property

- Post signage throughout the competition grounds (i.e. competition office, competition and schooling areas, barns, etc.) which includes recommendations about good hygiene along with informing participants and others about ways to reduce the risk of COVID-19 transmission. **Posted in multiple locations throughout the property**

- *Sample Poster: CDC – Stop the Spread of Germs* **Posted in multiple locations throughout the property**

H. Social Distancing & Limiting Entries and/or Stabling

Enforce social distancing requirements throughout the competition grounds at all times. All ESP Staff will be wearing florescent vests displaying the constant reminder of social distancing. All ESP staff members will have the authority to warn and remind anyone on ESP facility property of the necessity of social distancing. We also realize that many of you have quarantined together for the past several weeks and months. Keep in mind, you know this but no one else would have this knowledge. We ask that **EVERYONE** abide by social distancing protocols while outside of your cars on the grounds. This includes family members. This is very important for the effective enforcement of everyone on the grounds as well as developing good habits.

- Prohibit the public, spectators, and non-essential personnel such as guests from being on the competition grounds until further notice. **Posted and regulated by all ESP Staff**
- Organize horse arrivals and departures to limit contact between people. All trailer in parking will be directed by security to give sufficient area for social distancing requirements. **Stall assignments will be issued by aisle. In any instance where an aisle must be shared, security will regulate unloading so groups can stay apart during this process.**
- Arrange judges' and other officials' areas to comply with social distancing requirements. **Hunter judges are solo. Jumper judges are in maximum teams of two with alternating shifts. One acting as a field judge and the other occupying the booth solo.**
- Restrict competition office access to essential personnel only, configure the space and limit the number of office staff to comply with social distancing, and limit the number of participants who can enter the competition office at one time (e.g., schedule check-in/check-out times) **Signs have been placed on the outside of the office door designating that a maximum of six people are allowed in the office at any time. This allows for a maximum of three exhibitors at any time to occupy the office in addition to the maximum of three ESP staff occupants with designated areas. (Manager and two secretaries.) No additional staff will be allowed in the office to ever exceed the maximum occupancy of 6 people. All staff radios, computers, clip boards, judges' cards, etc., Will be delivered to their location before the show and picked up after completion.**
- Competition Organizers must notify USEF if entries are to be limited. **By local authority mandate, we will be restricting competitions to groups that are traveling within distances that do not require over-night stay. This requirement is during the current phase of opening in Palm Beach County. Should these restrictions ease by allowing overnight stay outside their personal homes (hotels or rentals) we will notify everyone by eblast. At all times no entries will be processed before: back numbers are assigned (10,000 or 20,000 numbers assigned by online is not a back number), a method of payment on file and all proper waivers are completed. After back numbers are given the entry process will open. There will be total numbers or rounds allowed per ring. Currently a maximum of 150 per ring however this may be changed as proficiency for scheduled times improves or declines. Management reserves the right to cancel warm-ups or move divisions to other rings to best accommodate those on the waiting list.**
- The FEI will determine whether entries may be limited in FEI classes. **Not applicable June- October.**
- Competition Organizers may limit entries to the competition and/or to specific sections/classes within the competition to manage the concentration of horses and people. **There will be total numbers or rounds allowed per ring as explained above.**

- Regardless of the scope of the limitation, the limiting of entries must be done on a first come, first served basis and relevant information must be posted on the competition website or in the prize list, as well as at the competition office and at each competition area (i.e. ring, arena, field, cross country course). **First come first serve will be automated as described above through the SGL software.**
- Competition management must also communicate the system used for notifying and “wait-listing” individuals who submit entries after the available spaces are filled, and the method must be equally applied to all potential participants. **First come first serve will be automated as described above through the SGL software.**
- Configure stabling to comply with social distancing requirements in order to manage concentration of horses and people.

Described below:

- Competition Organizers must notify USEF if stabling is to be limited. Stabling will be limited as described below.
- Regardless of the scope of the limitation, the limiting of stabling **MUST** be done on a first come, first served basis and relevant information must be posted on the competition website or in the prize list. **Stabling will only be offered to those who correctly fill out entries as described in the entry process. Once exhibitors are assigned numbers, the availability of stalls will be opened. By local mandate of restricting competitions to exhibitors or groups that are traveling within distances that do not require overnight stay, we have made the show schedule as conducive as possible to allow for everyone to trailer in and show. We encourage all participants to consider this option before ordering a stall. All barn areas will be restricted to grooms, trainers, vets and other essential personnel. Signage in English and Spanish are placed on every exterior aisle entrance. Stabling is limited at the and will be restricted to a maximum increment of 12 per group. Additional stalls (over 12 or 24) will be provided if available on a first come first serve basis. Smaller groups will be placed in aisles of 12 stalls with spacing between to the best of our ability. Our barn aisles are 10 feet wide with sliding doors that allow for people to pass each other on opposite sides with social distancing room to spare.**
- Competition Organizer must also communicate the system used for notifying and “wait-listing” individuals who submit stabling requests after the available spaces are filled, and the method must be equally applied to all potential participants. **Stabling will be assigned on a first come first serve basis and only offered to exhibitors that have filled out the proper forms and been assigned a back number. Anyone on a waiting list will be notified where they are on that list.**
- Competition Organizers must publish their policy regarding entry and stall refunds within the prize list and/or on the competition website. **Stalls must be prepaid once assigned. As stalls are extremely limited, no refunds will be given unless the entire competition is cancelled. Partial refunds may be applied at managements discretion if groups on a waiting list can be accommodated after a stall reservation is cancelled.**

I. Enforcement Authority

Competition Organizer and/or a USEF Steward/Technical Delegate has the authority under GR 702.1 and GR914 to remove from the facility any person who does not comply with the regulations and requirements in effect at the competition. Removal of a person from the competition grounds must be documented by the USEF Steward/Technical Delegate in their Report to USEF. **ESP will reserve this right if necessary but we are confident that all participants will comply with these requirements that have been established to keep everyone safe.**

- Stewards/TDs are required to report compliance on the part of Competition Organizers with respect to the mandatory requirements listed above. **Any such occurrence will be reported.**
- Did the Competition Organizer confirm completion of the **WHO Mass Gathering for Sports Risk Assessment Tool**? **Yes, we did.** **We are considered low risk with an impressive mitigation score of 86%**
- Did Competition Organizer adhere to the requirements listed above in Sections D-H to the best of its abilities, including posting the required signage?

**The USEF Steward/TD Report will be updated to facilitate the ability to report this information.*

Mandatory Requirements for Participants

J. General

All USEF-licensed competitions must be held and comply with all applicable federal, state and local regulations, requirements and orders as well as WHO recommendations and CDC guidelines as they relate to mass gatherings and sporting events. Participants are required to comply with these and any additional Competition Organizer requirements at all times while present on competition grounds. Failure to do so may result in expulsion from the grounds.

These requirements are in effect immediately and until further notice, however, they are subject to revisions as the COVID-19 virus environment changes.

If participants have any questions, please contact Debbie Saliling by email at dsaliling@usef.org or by phone at (859) 225-6930.

K. Waiver/Release & Indemnity Agreement

Provide emergency contact information and execute an updated *Waiver and Release of Liability, Assumption of Risk and Indemnity Agreement* required by USEF, as a condition of participation. Please ensure use of the updated form provided by competition organizer. **ESP is also asking for accurate cell phone numbers and email address to use in the case of notification requirements.**

L. Access

- Participants are required to self-monitor their temperature once daily prior to entering the competition grounds. Anyone with a temperature below 99.5° F (37.5° C) may enter the facility. **In addition, everyone will either have to walk through the thermal camera area or ESP staff will be checking temperatures at check points upon arrival.**
- Anyone who exhibits COVID-19 symptoms or has been in contact with someone who has tested positive for COVID-19 within the last two weeks, cannot enter the competition grounds.
- Refer to Appendix A for CDC guidelines for self-isolation/quarantine directives in the event a person has a fever or exhibits other symptoms of COVID-19. Attached

- Participants are required to wear a facemask or face covering when not mounted on a horse. All ESP Staff will be wearing florescent vests displaying the constant reminder of social distancing and all personnel will enforce face mask requirements as well.

***A participant may choose to wear a facemask or face covering when mounted on a horse and cannot be disqualified or penalized for doing so while competing. Please remember that showing in Florida during the summertime heat is very taxing on your body. Please make sure that you take this under consideration when making this decision. Please stay extra hydrated and wear devices (if you so choose) that do not contribute to Heat related illnesses such as Heat Exhaustion or Heat Stroke.*

M. Social Distancing/Participation Protocols

- Comply with social distancing requirements at all times while on the competition grounds. All ESP Staff will be wearing florescent vests displaying the constant reminder of social distancing. All ESP staff members will have the authority to warn and remind anyone on ESP facility property of the necessity of social distancing. We also realize that many of you have quarantined together for the past several weeks and months. Keep in mind, you know this but no one else would have this knowledge. We ask that **EVERYONE** abide by social distancing protocols while outside of your cars on the grounds. This includes family members. This is very important for the effective enforcement of everyone on the grounds as well as developing good habits.
- Wash hands often and adhere to other sanitization practices throughout the day. We have also installed temporary sinks at all ingate areas with antibacterial soap and disposable towels. Please dispose of towels in the adjacent trash cans.
- We have secured as much hand sanitizer as possible with more supplies and dispensers becoming available on a daily and weekly basis. We have ample sanitizer in stock to run our June shows and will secure larger quantities for larger distribution areas for starting back in August with our full schedule of shows. We will have sanitizer available at all ingates, show office as well as stations provided in key areas around the grounds.

Recommended Best Practices for Competition Organizers

The following Recommended Best Practices have been provided to assist Competition Organizers with determining risks and developing measures to mitigate those risks. Please note these are not mandatory, however USEF strongly encourages their implementation.

N. General Considerations

- Consider limiting the number of entrances and exits to the venue to manage the number of individuals accessing the competition grounds. The Dressage portion of PBIEC has only two entrances into the property. Both will be controlled by signage and security personnel.
- Communication – Use radio, phone and online communication methods as much as possible and communicate important information frequently throughout the competition grounds. This will be done. We are also exploring options to send mass text communication. Sign up information will be made available as soon as possible.
- VIP and other social areas are strongly discouraged unless social distancing requirements are enforced in accordance with all applicable federal, state and local regulations, requirements and orders

as well as WHO recommendations and CDC guidelines as they relate to mass gatherings and sporting events. **There will be no VIP or social areas at the ESP venue June – September.**

O. Considerations for Facilities, Staff, Medical Personnel, Service Providers & Volunteers

• Cleaning/Sanitizing Locations

- Provide hand sanitization stations with access to soap and water or alcohol based hand sanitizer at each competition area and schooling/warm up area. **We have secured as much hand sanitizer as possible with more supplies and dispensers becoming available on a daily and weekly basis. We have ample sanitizer in stock to run our June shows and will secure larger quantities for larger distribution areas for starting back in August with our full schedule of shows. We will have sanitizer available at all ingates, show office as well as stations provided in key areas around the grounds. Please remember the barn areas are individual barns responsibility to provide these items for your staff to operate safely.**
- Provide hand sanitizer to all officials, ring crew, office staff and maintenance staff. **We will and have done so since March.**
- Frequently sanitize surfaces touched by many: door handles, arena gates, wash racks and hoses, etc. **Cleaning staff covering the bathrooms will make regular trips to the office to sanitize door handles. Hand sanitizer will be placed outside the office entry and exit door. Water coolers will remain available at the ingates (and handles wiped with use) with disposable cups as well as free bottled water.**
- Ensure frequent cleaning and sanitizing of bathrooms, provide soap and water or alcohol based hand sanitizer in bathrooms. **There are three (3) bathroom areas available at GDF and each area will be assigned a staff cleaner to constantly wipe down all touched areas. Reminders will be placed outside and inside bathrooms to use the quality antibacterial soap that will be kept in plentiful supply.**

For the continued safety of all our cleaning staff, we would respectfully remind anyone using the bathroom areas around our cleaning crew to give them the same social distancing area as anyone else on the grounds. Thank you in advance for your consideration.

Prohibit the use of public water fountains. The public water fountains will be disabled until further notice.

- **Competition Office- If you need to contact the show office you can call Jenn Glosson at (561) 313-5133 or by email at jglosson@equestriansport.com.**

- **Strongly encourage all competitors to complete entry forms, in their entirety, including having all requisite memberships in place, prior to entering competition office. We are introducing a new feature that will allow for electronic entries to be made and signed remotely. These will be available on the pbiec.coth.com website once the prize list and entry process is announced.**

- **Strongly encourage that all entries, adds, scratches, feed & bedding orders, billing/invoicing are done electronically. Our SGL software has always allowed for adds, scratches, viewing bills and making payments remotely. With these features there is little reason that would require someone to visit the office.**

- **Install clear plastic, glass or other type of protective shield/barrier in front of office staff. This has been built and installed.**

- Provide hand sanitizer near the door. This will be provided at entry door and inside exit door.
- Provide an 'in' door and an 'out' door, if possible. These have been provided with proper signage in English and Spanish and directional arrows placed on the floor.
- Provide markers to delineate 6 feet spacing between people in the office and in any waiting lines (e.g., markers on floor). Measured areas marked and provided
- Prepare and email competitor bills as early as possible. SGL online close out capability provided. You may also request bills to be printed in advance by emailing Jennifer Glosson @ jglosson@equestriansport.com or Hali Miller @ hmillier@equestriansport.com
- Establish appointment times for checkout at the competition office. SGL online capability provided. You may also request an office appointment in advance by emailing Jennifer Glosson @ jglosson@equestriansport.com or Hali Miller @ hmillier@equestriansport.com
- Service Providers and Vendors:
Advise any service providers (e.g. vendors, food-service, farrier, feed suppliers, waste disposal personnel) to take precautions in accordance with federal, state, local and facility regulations and CDC guidelines.
- For onsite food-service, consider requesting provision of pre-packaged food only. Beach Buffalo who has provided our food service at Equestrian Village for several years will be offering a limited menu for pic up only. Orders may be called or texted in and will be boxed or bagged for pick up. Please see section "S" for Beach Buffalo's list of sanitation protocols.

P. Competition, Schooling and Exercise Area Considerations

- Utilize posted orders of go and/or published ride times including online orders of go and ride times. This will be provided online through our SGL software.
- At venues with multiple competition areas, consider designating one area as primary where assigned times and/or orders of go take precedence. The priority ring will be established based on daily numbers and time constraints. This will be announced or provided by mass text notification.
- Consider scheduling course walks as necessary to comply with social distancing requirements (e.g., schedule small groups in separate sections). All courses will be posted on our website with distances for all disciplines. IF ALLOWED AT ALL, course walks will be extremely brief, with social distancing protocols strictly enforced and should be focused only in areas where distances are not provided. Management reserves the right to close any ring at any time to walking if protocols are not being followed.
- Utilize individual water bottles versus community water coolers. Water bottles will be provided and water dispensers cleaned regularly with disposable cone cups. Recycling bins will be provided at ingate areas to encourage plastic bottle recycling.
- Limit and organize seating areas to comply with social distancing requirements. There will be extremely limited seating and placed far apart. All bleachers have been removed. We are strongly encouraging people to stay in their cars until getting on their horse.

- Restrict the number of people accompanying a horse to the competition area to those persons who are needed for safety or for achieving effective competition, but they all must comply with social distancing requirements. There will be numerous signs and warnings to limit each showing horse with a maximum of 4 people. Rider, Trainer, Groom and one other family member. For parents of minors, we request that one parent stays in the car. We will do our best to provide areas to park cars by the rings as long as this does not compromise event safety for providing. This and all social distancing requirements will be enforced by any and all ESP personnel. All ESP personnel will wear neon safety vest displaying social distancing enforcement. This will remain a constant reminder to anyone on the grounds to remain vigilant in maintain social distancing at all times.
- Schooling and exercise area provisions:
 - Provide monitors to ensure compliance with requirements and best practices. Always monitored and controlled by stewards, schooling supervisors and/or ingate personnel. A maximum of two people will be allowed per schooling jump and on opposite sides. Jumps will be spaced at least 10' apart to accommodate people on both sides with social distancing.
 - Schooling jumps - Provide sanitizing items (spray bottles, wipes) at each competition arena and schooling/warm-up area and advise individuals to wear gloves while handling the jumps and to wipe down jump equipment after use. We will be requiring gloves when using schooling jumps in the common areas. We will provide rubber gloves upon request, but please plan on using your own gloves of choice. Common jump cups have been "fogged" with a product called "Gold Shield." This is a product that is used in hospitals to coat surfaces that prevent areas for viruses to attach to. The product states that the coating lasts for 90 days and can only be removed with product such as bleach. We will be recoating all of our schooling jumps on a monthly basis with the fogging system and "Gold Shield" product.
 - Determine equine/human capacity in relation to the area and restrict access to a limited number in order to maintain social distancing requirements. A maximum of two people will be allowed per schooling jump and on opposite sides. Jumps will be spaced at least 10' apart to accommodate people on both sides with social distancing. Signage enforcing maximum occupancy will be placed around areas that need to be defined. (Such as shade tents or offices.) In any case the Dressage complex is over 60 acres so there should never be a reason that social distancing cannot be followed based on the horse counts allowed and ordered.
 - In classes where participants compete collectively, determine and communicate to participants, the maximum number of horses permitted in each competition area at one time based on the size of the competition areas and social distancing requirements. We have very large competition rings that can easily accommodate 15 riders with plenty of room to spare. In the rare situation at this time of year where the number could be greater than 15, we will split the class. Announcers and ingate personnel will ensure that all participants will stand greater than 6 feet apart in the center line up. Ingates will also make sure that there is not grouping together upon exiting the ring. No ribbons will be handed on the way out of the rings. Ribbons will be hung individually on a hanger outside the ring area for pick up.
 - Communicate with participants if classes will be divided and held in one or more sections. This will be done in advance of the class online and announced.
 - Consider utilizing technology for information transfer to mitigate the risk of virus spread by the manual transfer of paper (i.e. judge's cards, scoresheets, etc.).
 - Create a method of giving ribbons and trophies that reduces or eliminates hand-to-hand contact. Ribbons will be hung individually on a hanger outside the ring area for pick up. Trophy selections will be bagged or wrapped. We use gift certificates for distributing our awards. These will be filled out and a method established for delivery.

Q. Stabling Considerations

- Restrict access to the stabling areas to veterinarians, athletes, officials, grooms, trainers and other essential personnel. All barn areas will be restricted to grooms, trainers and other essential personnel (Vets are included). Signage in English and Spanish are placed on every exterior aisle entrance. Stabling is limited at the and will be restricted to maximum increments of 12 per group. Additional stalls (over 12 or 24) will be provided if available on a first come first serve basis. Smaller groups will be placed in aisles of 12 stalls with spacing between to the best of our ability. Our barn aisles are 10 feet wide with sliding doors that allow for people to pass each other on opposite sides with social distancing room to spare.
- Remind all personnel in the stabling areas to comply with all best practices and guidelines in effect at the competition. All barn areas will be restricted to grooms, trainers and other essential personnel (Vets are included). Signage in English and Spanish are placed on every exterior aisle entrance.
- Provide hand sanitization stations in the stabling area and encourage stable personnel to use frequently. ESP will not be providing hand sanitizer in the barn areas. The barns are in close proximity to sanitizer locations and bathrooms with antibacterial soap. ESP will be providing hand sanitizer and supplies in all of the common areas. The barn area assigned to your operation is your responsibility to operate and apply all best management practices.

Recommended Best Practices for Participants

Although not mandatory, Participants are strongly encouraged to follow the Recommended Best Practices listed below at all times while present on the competition grounds.

R. Access & Monitoring Considerations

- Provide non-contact thermometers (e.g., temporal or infrared) to staff and require temperature monitoring throughout the day. It is extremely important that all Trainers, Owners, Riders and Support personnel establish a regular practice of taking your temperature before leaving your house. Not all people that have been infected with the virus have a fever, but for **ANYONE who does have a fever should not come on the show grounds under any circumstances.**
 - Limit access to stabling area and competition grounds to essential personnel only; discourage multiple family members from accompanying owners and riders. All barn areas will be restricted to grooms, trainers and other essential personnel. Signage in English and Spanish are placed on every exterior aisle entrance.
- Consider having riders meet their horses at the competition or schooling areas or other pre-designated area to further limit contact in the stabling area. Trainers and your staff should give the most accurate times for when your client will show. ESP ingate personnel will be updating the SGL system to the best of their ability, however, keep in mind there are unforeseen situations that can cause delays. (Injuries, thrown shoes, thunderstorms, etc.) We ask that you have your clients remain in their cars until it is their turn to mount, warm up and **be ready to compete in the ring on time.** Please keep in mind that we will be enforcing time limits on when you are expected in the ring. Be considerate to your fellow competitors showing after you that are monitoring their posted times.
- Consider the use of mounting blocks to avoid one-on-one contact between riders and grooms/assistants. Mounting blocks are available at every schooling area.

- Provide adequate food and beverage supplies for your barn and your support staff for the duration of the competition to avoid unnecessary community exposure.

Trainers – You are responsible for your staff. Please make sure you are using knowledgeable professionals that understand all COVID-19 protocols and risks. Please make sure they are taking all necessary precautions both at work and outside of work. Please do not supplement extra personnel into the horse show operation other than the staff you have employed and trusted at your personal operation throughout the lockdown period. The barn area assigned to your operation is your responsibility to operate and apply all best management practices. Trainers are asked to please bring all the same materials and operating protocols that you have implemented in your private barn operation since the COVID-19 pandemic started. ESP will not be providing materials in the barn areas that are essential to operate your private business.

Riders- please rely on your trainers and their staff to give the best times for when you will show. ESP ingate personnel will be updating the SGL system to the best of their ability, however, keep in mind there are unforeseen situations that can cause delays. (Injuries, thrown shoes, thunderstorms, etc.) We ask that you remain in your cars until it is your turn to mount, warm up and **be ready to compete in the ring on time.** Please keep in mind that we will be enforcing time limits on when you are expected in the ring. Be considerate to your fellow competitors showing after you that are monitoring their posted times.

Riders, parents and owners will not be allowed in the barn areas. If you are responsible for your own horse then you will be placed as an individual barn and separated accordingly.

Always comply with all best practices and guidelines in effect at the competition. All of the COVID-19 protocols that have been established and will be enforced are for EVERYONES wellbeing. We ask that all of you take them seriously and remain vigilant.

One important note about **Thunderstorms. PLEASE plan on going to your cars in the event of any delay.** We cannot afford a situation where groups of people try to go to a single area violating the social distancing protocols. Your personal car should be your safe place at all times.

Social media posting- Please consider when posting anything on social media that is negative can be a reflection on our entire sport. ESP has done our best to address every area of our sport to make it as safe as possible to continue safely during this worldwide pandemic. Although the phrase “We are in this together” has become overused, we must depend on everyone in our sport to come together to do our individual part. ESP is committed to enforcing all restrictions to the best of our ability, but we cannot control everyone or everything that takes place on the grounds. Negative social media can cause unnecessary hardship to our entire industry that have already suffered severe economic effects. Please take an extra look at a photo to examine if something looks out of context. Please consider posting a date when posting a photo at a horse show prior to COVID-19 protocols that may be considered a violation of social distancing by today’s standards. More importantly, if you witness anything that you feel is unsafe in this current environment, PLEASE BRING IT TO MANAGEMENT’S ATTENTION. We are all learning how to make things safer and it is ESP’s continued pledge to make whatever changes we can to ensure everyone’s safety and wellbeing.

S. Cleaning & Sanitizing Considerations

- Provide hand sanitizer, gloves, masks, and other PPE deemed necessary to your barn staff and other personnel and encourage them to use these items on a regular basis.

- Do not mix equipment (tack, grooming supplies, lead shanks, etc.) and sanitize between each use.
- Regularly sanitize bikes/motorbikes/golf carts/car & truck door handles, stable doors, bucket handles, light switches, etc., and equipment including tack, grooming, feeding, stall cleaning materials, etc.
- Again, the barn area assigned to your operation is your responsibility to operate and apply all best management practices. Trainers are asked to please bring all the same materials and operating protocols that you have implemented in your private barn operation since the COVID-19 pandemic started. ESP will not be providing materials in the barn areas that are essential to operate your private business.

Stall Watch- Stall watch services will continue to be offered. All stall watch personnel will go through the same temperature screening process for entry on the grounds. They will also be wearing gloves and masks while on patrol. They will continue to offer feeding services by request only.

Braiding is optional. Judges will not deduct points for those choosing not to braid. All braiders will go through the same temperature screening process for entry on the grounds. They will be required to wear masks while on the property but for obvious reasons they will not be required to wear gloves.

BEACH BUFFALO Food Service Protocols:

All food orders must be called in, while calling in an order people will have the option to pay for the order using a credit card, promoting social distancing. Phone numbers and paper menus will be provided, limited menu, just a few menu items were removed, no more soda refills with the same cup, preventing spread of infections. ALL food orders will be placed in a box and bag, silverware, napkins, condiments packets, ketchup, mustard, mayo, salt, pepper, sugar, creamers, salad dressings, will all be for single use, preventing less touching and preventing spreading of germs. If bottle water or any other drinks that come in a bottle will be placed in a bag. There would be no need for anyone one to touch anything, reach in coolers, or use condiments. All condiments will be provided in single use packages placed in food ordered bags. When food is ready the customer will be called and if paid with credit card can be left on a side table to promote contactless delivery. If a person has to come to the window just to pay cash, the employee will have a mask and gloves on. Once a customer leaves, the counters will be wiped down after every customer. The trailer will continuously be wiped down. All counters and equipment throughout the day. At the end of the day all of the counters and equipment will be cleaned thoroughly.

All employees will get temperature checks before work. No one will be able to work with a temperature of 100 degrees Fahrenheit. They will be sent home. If an employee has no fever but has symptoms they will be sent home. ALL employees with no fever or symptoms will be able to work. All employees will wash hands for 20-30 seconds. Dry hands and put mask and gloves on. The employees will deep clean, sanitize and disinfect every area thoroughly with EPA approved cleaning agents for use against the virus that causes COVID-19. Additionally, diluted bleach solutions cleaning before any food preparations. Cleaning all surfaces, walls, cooking appliances and equipment, beverage dispenser nozzles, windows, faucets, sinks, handles, sanitize refrigerators and freezers, counters, hoods, grills, coffee machines, blender, prep-stations, cash register keyboard and electronic credit card machine.

T. Scheduling Considerations

- Schedule competition days (ride times, schooling times, etc.) as efficiently as possible to minimize time spent on the competition grounds each day.

Additional Resources U. Resources & Reference Tools

- CDC (Centers for Disease Control)
- Symptoms of Coronavirus and treatment resources
- Resources for Large Community Events and Mass Gatherings

- Q&A on Event Planning and COVID-19
- Guidance for Organizers - Mass Gatherings and Event Preparation
- Print Resources
 - Poster – Symptoms of Coronavirus Disease
 - Poster/Fact Sheet - What you should know about COVID-19 to protect yourself and others
 - Poster – Stop the Spread of Germs
 - Poster – STOP: Stay at home when you are sick!
 - Poster/Fact Sheet – Share Facts About COVID-19

Audio/Video Resources

- Public Service Announcement Samples for use by Organizers Reference Videos

Husch Blackwell State-by-State COVID-19 Resources

USOPC (United States Olympic and Paralympic Committee) USOPC Sports Event Planning Considerations post-COVID-19 USOPC Return to Training Considerations post-COVID-19

WHO (World Health Organization)

**WHO Mass Gathering for Sports Risk Assessment Tool O Risk Assessment Decision Tree

** *Required for use by competition organizers*

Technical Guidance: Points of Entry and Mass Gatherings

- o Q&A on Mass Gatherings and COVID-19
- o Key Planning Recommendations for Mass Gatherings
- o Considerations for Sports Federations/Sport Event Organizers when planning mass

APPENDIX A Self-Isolation/Self-Quarantine Directives

If you...

If you or someone in your home might have been exposed

Steps to take...

Self-Monitor

Be alert for symptoms. Watch for

fever, cough, or shortness of breath.

- Take your temperature if symptoms develop.
- Practice social distancing. Maintain 6 feet of distance from others, and stay out of crowded places.
- Follow CDC guidance if symptoms develop.

If you...

- Recently had close contact with a person with COVID-19, or
- Recently traveled from somewhere outside the U.S. or on a cruise ship or river boat



Steps to take...

Self-Quarantine

- Check your temperature twice daily and watch for symptoms.
- Stay home for 14 days and self- monitor
- If possible, stay away from people who are high-risk for getting very sick from COVID- 19.

If you...

- Have been diagnosed with COVID-

Steps to take...

- Are waiting for test results, or
- Have symptoms such as cough, fever, or shortness of breath

Self-Isolate

- **Stay in a specific “sick room” or area** and away from other people and animals. If possible, use a separate bathroom.
- Read important information about caring for yourself or someone else who is sick.