Risk Assessment for Events

[WHO Issues COVID-19 Coronavirus Event Planning Guide](#)

The following are basic general principles for reducing the transmission of the COVID-19 virus, excerpted from the WHO document.

- Participants and staff should stay away from events when ill.
- Promote hand hygiene and respiratory etiquette, including with informational materials that reach a wide range of age groups and varying reading and educational levels.
- Soap and water or alcohol hand-sanitizers and tissues should be easily accessible in all common areas, and especially in areas set aside for medical treatment.
- Reduce crowding.
- Isolate persons who become ill.
- Where possible, event organizers should consider distancing measures to reduce close contact among people during a large event (e.g., increasing the frequency of transport and staggering arrivals and minimizing the number of people who congregate at one time at sanitary stations and food and water distribution areas).
- Organizers should plan for the likelihood of persons becoming ill with fever and other symptoms of COVID-19. Establishing isolation areas in on-site medical treatment clinics/facilities where such persons can be initially assessed and triaged should be considered. Persons who are ill can be provided with a mask to help contain respiratory droplets generated from coughing and sneezing. The isolation area should be equipped with the necessary supplies to facilitate hand hygiene and respiratory etiquette. In addition, medical staff attending persons who are ill should wear a mask, then dispose of it immediately after contact and cleanse hands thoroughly afterwards.
- In case of symptoms suggestive of acute respiratory illness before, during, or after travel, travelers are encouraged to seek medical attention and share travel history with their health care provider.

Takeaways from WHO's planning recommendations for mass gatherings:

- Consider if your participants are registered or non-registered, and therefore easy to locate after the event if necessary for public health reasons.

- Plan for what happens if a participant becomes unwell with COVID-19 symptoms during your event, or if staff/volunteers become ill and all participants need to be notified.

https://www.pcma.org/coronavirus-business-events-professionals-need-to-know-faq/#moreresources

COVID-19: Discussion of critical insurance and legal considerations for event professionals

https://www.youtube.com/watch?time_continue=471&v=Yiub1Ye2bjc&feature=emb_logo