



ALL TOGETHER NEW MEXICO

COVID-SAFE PRACTICES FOR INDIVIDUALS
AND EMPLOYERS



APRIL 21, 2021

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MESSAGE FROM GOV. MICHELLE LUJAN GRISHAM



Dear New Mexico,

The unprecedented public health emergency caused by the novel Coronavirus has created tremendous challenges for all New Mexicans, but most of all for those who have lost a family member to the terrible disease we now know as COVID-19. We hold these New Mexicans in our thoughts and prayers and we stand in solidarity with them.

Nearly all of us have been affected in other ways. Sheltering in place has made it harder to stay connected. Families who have lost income struggle to meet their basic needs. Home-grown businesses are reeling and, in some cases, closing permanently.

I want to thank those of you who understand the ‘why’ behind all the difficult decisions we’ve made—that we need to protect our neighbors, our courageous health care workers and first responders and of course the most vulnerable among us—our parents and grandparents who sacrificed so much for us.

As we carefully move forward and get back to work, we will continue to balance the need for a strong, thriving economy with the hard realities imposed on us by this virus. Science will continue to guide our decision-making.

It will be up to all New Mexicans working together to make the coming months successful by learning how to live in a COVID-positive world. Until a vaccine is discovered and most of the global population is vaccinated, which is not anticipated to occur for another 12-18 months, life and work will be very different. Masks will be the norm. Large gatherings of hundreds of people to attend a concert or celebrate a community event will simply not be possible. And workplaces will be transformed, with teleworking the standard wherever possible, and on-premise work tightly restricted to minimize in-person interactions and the risk of transmission. The requirements and best practices you’ll find in this report are a first step toward that new workplace environment that we must build together.

Sincerely,

A handwritten signature in blue ink that reads "Michelle Lujan Grisham". The signature is fluid and cursive, written in a professional style.

Governor Michelle Lujan Grisham



LIVING IN A COVID-POSITIVE NEW MEXICO

THE SOCIAL CONTRACT

As New Mexico gradually returns to the new normal of living in a COVID-positive world, every one of us must accept the responsibility to protect ourselves, our families, our neighbors and especially the most vulnerable in our communities. In some ways, this will be even harder than sheltering in place.

To get New Mexico moving again, and keep it moving, we must do our part. That means:

Be Responsible. Wear a face covering when you are around other people. Stay 6 feet away from anyone not in your own household. Wash your hands – a lot. Cover your cough or sneeze.

Be Patient. Access to your favorite businesses and recreation will be limited. It may take you longer than usual to get an appointment with your doctor, salon and other service providers.

Be Prepared. Plan and call ahead. Don't leave the house without your face covering and hand sanitizer.

Be Educated. Know what it takes to keep you and others safe. Visit cv.nmhealth.org for expert guidance.

STAY HOME. If you do not need to go out, don't. Every outing creates risk for your family and your community.

Once we meet the public health milestones that allow the state to gradually reopen, workplaces will have to abide by guidelines from the federal Centers for Disease Control and Prevention and OSHA, as well as the New Mexico COVID-Safe Practices in this document in order to open and remain open.



LIVING IN A COVID-POSITIVE NEW MEXICO

ABOUT THE ECONOMIC RECOVERY COUNCIL

In mid-April, Gov. Michelle Lujan Grisham reached out to 15 business and labor leaders from different industries around the state to advise her on how to safely reopen New Mexico for business and recreation. The group worked closely with the Governor's Medical Advisory Team and with subcommittees composed of representatives from about two dozen industries.

A message from Co-Chairs Brian Moore and Christina Campos:

“

We heard from business owners and ordinary New Mexicans from all over the state. Some urged us to move quickly; others implored us to be cautious. Many had thoughtful ideas of how to move forward safely.

The practices laid out in this report represent the hard work of dozens of people from the private sector and state government. The standards they came up with are rigorous and practical. If we all do our part and abide by this new way of living and doing business, we'll be able to move forward safely together.

”

MEMBERS OF THE ECONOMIC RECOVERY COUNCIL

Christina Campos, Co-Chair - Guadalupe County Hospital

Brian Moore, Co-Chair - Ranch Market

Allen Affeldt - Historic Plaza Hotel

Vince Alvarado - New Mexico Federation of Labor/AFL-CIO

Mark Fidel - RiskSense

Staale Gjervik - XTO Energy

Jason Harrington - HB Construction

Liddie Martinez - Enterprise Bank & Trust

Brian O'Leary - NBCUniversal

Carri Phillis - The Salt Yard; Effex Nightclub

Jason Sandel - Aztec Well Family of Companies

Sally Stahmann-Solis - Stahmann Farms

Phoebe Suina - High Water Mark

Peter Trevisani - New Mexico United

Jeremy Turner - Pattern Energy



ALL TOGETHER NEW MEXICO:
CSPs FOR INDIVIDUALS & EMPLOYERS
APRIL 21, 2021

COMPLIANCE WITH COVID-SAFE PRACTICES



The virus that causes COVID-19 will continue to spread, but it can be managed if New Mexicans work together as a team. The steps outlined in this document will help to keep New Mexicans healthy, but only if individuals and businesses actually follow them.

Voluntary adoption of COVID-safe practices will be key. Most businesses owners understand the need to keep their customers and employees safe and are already taking necessary steps.

In that spirit, the State of New Mexico is partnering with local governments to educate their citizens on safe practices and to help ensure that they are put to use.

Complaints about violations of the required COVID-safe practices or the ban on mass gatherings can be made to your local police or sheriff's department.

Violations may also be reported to covid.enforcement@state.nm.us [or online at NewMexico.gov](https://www.newmexico.gov).



COVID-SAFE PRACTICES FOR ALL NEW MEXICANS

Living in a COVID-positive world requires discipline from all of us. In order for the rate of spread of COVID-19 to decrease enough for businesses to safely reopen, it is imperative that New Mexicans stay home as much as possible.

Stay Home:

- ☐ In general, stay at home: avoid unnecessary travel and always stay at home when you are sick (except for medical emergencies).
- ☐ Wash your hands frequently.
- ☐ Avoid touching your eyes, nose, and mouth with unwashed hands.
- ☐ Provide for all meetings to take place remotely whenever possible.
- ☐ Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- ☐ Clean and disinfect frequently touched objects and surfaces.
- ☐ Watch for symptoms of COVID-19:
 - ☐ Fever
 - ☐ Cough
 - ☐ Shortness of breath
 - ☐ Sore throat
 - ☐ Headache
 - ☐ Muscle pain
 - ☐ Chills
 - ☐ Repeated shaking with chills
 - ☐ Loss of taste or smell

If You Must Go Out:

- ☐ Individuals are required to wear a face covering or mask in public spaces except when eating or drinking, or unless otherwise advised by a health care provider.
- ☐ Maintain a 6-foot distance from others.
- ☐ Avoid gatherings.
- ☐ Protect vulnerable populations by finding ways to connect without face-to-face contact.



COVID-SAFE PRACTICES FOR ALL NEW MEXICANS

SPECIAL GUIDANCE FOR VULNERABLE INDIVIDUALS

COVID-19 is a serious illness for anyone who tests positive, but can be particularly dangerous for vulnerable individuals such as older adults, individuals who live in a nursing home or long-term care facility, and individuals of any age with serious underlying medical conditions.

Vulnerable individuals should follow these additional guidelines:

- ☐ Stay at home as much as possible
- ☐ Make sure you have access to several weeks of medications, groceries and supplies in case you need to stay home for prolonged periods of time
- ☐ When you go out in public, keep away from others who are sick, wear a mask, limit close contact and wash your hands often
- ☐ Avoid crowds

If you are sick, contact the Department of Health by dialing the coronavirus hotline at 1-855-600-3453.

Additional Resources

- ☐ Centers for Disease Control and Prevention (CDC): [What To Do If You Are Sick](#)
- ☐ CDC: [Caring for Someone at Home](#)



COVID-SAFE PRACTICES FOR ALL EMPLOYERS

Our businesses leaders have shown great determination and leadership in the face of the extraordinary hardship caused by COVID-19. As the economy reopens, we are asking for your help to ensure all New Mexicans—your customers, employees, and families—take precautions to remain safe when entering a place of business. Please help us set the highest standards for living with COVID-19 by enacting these requirements and additional best practices.

Required

- ☐ Limit operations to remote work to the greatest extent possible.
- ☐ Arrange workplace to provide for 6 feet of distance between individuals wherever possible. If 6 feet of distance between individuals is impracticable to implement due to increased occupancy limits permitted under the State's Public Health Order, comply with the occupancy limits and make best efforts to provide for 6 feet of distance between individuals.
- ☐ Close common areas where personnel are likely to congregate wherever possible or modify them to minimize contact.
- ☐ Provide for all meetings to take place remotely whenever possible.
- ☐ Ensure all employees have face coverings or masks and wear them in the workplace at all times when in the presence of others, except when eating or drinking, or unless otherwise advised by a health care provider.
- ☐ Train all employees on daily cleaning and disinfecting protocol, hygiene, and respiratory etiquette (e.g., covering coughs).
- ☐ Make handwashing, sanitizer, and other hygiene support available to employees.
Note: the use of gloves is not a substitute for frequent handwashing.



COVID-SAFE PRACTICES FOR ALL EMPLOYERS

- Screen employees before they enter the workplace each day (verbally or with a written form or text-based or other app). Send employees home who are experiencing the following COVID-19 symptoms related to COVID-19 and direct them to obtain free testing through the [Department of Health](#).
- Fever
- Sore throat
- Chills
- Cough
- Headache
- Repeated shaking with chills
- Shortness of breath
- Muscle pain
- Loss of taste or smell
- Prohibit employees with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until authorized by the Department of Health.
- Employees working in occupational congregate settings in which employees temporarily and/or intermittently reside in a communal environment (e.g., firehouses, shelters, and correctional facilities) must wear masks at all times unless eating, drinking or sleeping.
- Minimize non-essential travel. Adhere to CDC guidelines and state orders regarding isolation following out-of-state travel.
- Adhere to all [CDC](#) and [OSHA](#) guidelines.

Best Practices

- Develop a COVID-19 communication plan and provide a forum for answering employee questions and addressing concerns.
- Appoint a COVID-Safe Practice leader or team to enact safe practices in the workplace.
- Review employee leave policies and modify as needed to ensure compliance with the [Families First Coronavirus Response Act](#).
- Consider assigning vulnerable workers duties that minimize their contact with customers and other employees (e.g., managing inventory rather than working as a cashier, managing administrative needs through telework).
- To support contact tracing, offer all customers who visit the establishment with the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- Follow all heating, ventilation and air conditioning (HVAC) preventative maintenance as required by the manufacturer on prescribed schedules. When possible, consult with an HVAC engineer to improve ventilation and minimize the potential for worker exposure.



COVID-SAFE PRACTICES FOR ALL EMPLOYERS

Additional Resources

- NMDOH: [Policies for the Prevention and Control of COVID-19 in New Mexico](#)
- Occupational Safety and Health Administration (OSHA): [Guidance on Preparing Workplaces for COVID-19](#)
- CDC: [Guidelines for Cleaning and Disinfection Community Facilities](#)
- Environmental Protection Agency (EPA): [List N: Disinfectants for Use Against SARS-CoV-2](#)
- [CDC Print Resources in multiple languages](#)
- [CDC Frequently Asked Questions](#)
- [CDC General Business FAQ](#)
- [COVID-19 Emergency Supply Collaborative](#)



COVID-SAFE PRACTICES: RETAIL

Retail establishments providing essential goods and services have remained open in limited capacities during the public health emergency, requiring their courageous employees to be on the front lines. We've learned important lessons below from these businesses and employees on how to keep safe while servicing customers, which are embodied in the requirements and best practices below.

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Utilize signs, stanchions and/or floor decals to support 6-foot social distancing, including one-way aisle traffic and separate entry/exit wherever possible.
- ☐ Utilize signage to communicate occupancy limits and encourage customers to wear face coverings.
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing.
- ☐ Once every two hours (or more frequently), clean and disinfect high-touch items such as doors, fitting rooms and credit card terminals.
- ☐ Establish safety protocols to allow for contactless curbside pickup and home delivery wherever possible.

Best Practices

- ☐ Employ a greeter to communicate safety restrictions and protocols.
- ☐ Install large plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Offer face coverings and gloves to customers.
- ☐ Provide alternative shopping times to vulnerable individuals at higher risk of severe illness.



COVID-SAFE PRACTICES: RESTAURANTS & BARS

Before COVID-19, restaurants and food service employees kept our restaurants clean and food safe for customers. They are doing the same now, *plus* enhanced work practices recommended by the Food and Drug Administration and the Centers for Disease Control and Prevention.

When permitted by the State's Public Health Order, restaurants will be allowed to offer dine-in service under the following requirements.

NOTE: Non-profits licensed to serve food and/or alcohol are subject to these requirements, as well as the capacity restrictions provided in the state's Public Health Order for restaurants and bars, only to the extent they provide food and/or alcohol service. Other activities unrelated to the service of food and/or alcohol organized by the non-profit may take place subject to other applicable COVID-Safe Practices and the state's Public Health Order capacity restrictions for the applicable category or the "catchall" category.

Required

- ❑ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ❑ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ❑ Discontinue service stations that require customers to congregate in certain areas or use common utensils/dispensers, including salad bars, buffets and beverage and coffee stations.
- ❑ Comply with state Public Health Order limitations on bar and counter seating and non-seated service; and, if otherwise permitted, ensure that six feet or more distance is maintained between customers.
- ❑ Establishments that serve alcohol must adhere to required closing time, if applicable, for per the Public Health Order.
- ❑ Reservations and private events may not exceed the mass gathering definition and limit per the Public Health Order.
- ❑ Ensure patrons are seated at all times. Activities that require standing and congregating are prohibited, including gaming areas, sports and recreational activities, dance floors, bar games, karaoke, and other such activities.
- ❑ Live performances may not be ticketed events. Performers must wear masks at all times and maintain social distancing from other performers and patrons. Patrons must remain seated. Live performances do not include karaoke, which is prohibited.
- ❑ Employees that handle items used or provided by customers must properly wash their hands or change gloves before serving another customer (e.g. tableware, cutlery, glasses, credit cards, cash, pens, etc.).



COVID-SAFE PRACTICES: RESTAURANTS & BARS

- ❑ Discontinue allowing pets, excluding service animals, inside the establishment, onto patios, into stores or other such areas.
- ❑ Clean and sanitize reusable items such as menus and condiment containers left on tables after each use. If items cannot be cleaned and sanitized after each use, offer single-use items.
- ❑ To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.

Additional Requirements for Outdoor Dining Modifications

- ❑ Expansions of outdoor service areas must be approved by the appropriate local government agency. If service includes a liquor licensed premises, complete an application for approval through the Alcohol and Beverages Control (ABC) Division, which can be found on their [website](http://rld.state.nm.us/abc) (rld.state.nm.us/abc).
- ❑ The following scenarios meet the specifications for outdoor dining:
 - ❑ Areas with overhead covers or roofs and at least three open sides.
 - ❑ Areas with overhead covers or roofs and two non-adjacent sides open enough to provide air flow through the space.
 - ❑ Areas without overhead cover or roofs and at least one open side.
 - ❑ Note: sidewalls made of any kind of material, including fabric or mesh, are considered closed sides. Additional sidewalls may be added for security when the facility is not in use. Opening a garage door or all windows does not constitute an outdoor dining area.
- ❑ Tents may be utilized if approved by the appropriate local government agency.
- ❑ Opening a garage door or all windows does not constitute an outdoor dining area.
- ❑ Per the Fire Code, open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structures while open to the public unless approved by the relevant Fire Code Official.

Additional Requirements for Indoor Dining

In order to operate indoor dine-in service, restaurants must adhere to the following additional measures:

- ❑ Become New Mexico Safe Certified in Restaurants. To enroll in the program, please visit: nmsafecertified.org. Employees must be retrained within 3 calendar days of any changes to COVID-Safe Practices.
- ❑ Maintain contact tracing records for no less than 21 calendar days by recording the date and time, name(s), phone number(s) and email address(es) of all customers who dine on premises (indoor and



COVID-SAFE PRACTICES: RESTAURANTS & BARS

outdoor). This information must be made available upon the request of the NM Department of Health.

- ☐ Screen all employees before they enter the workplace and send employees home who are experiencing COVID symptoms. Allow and coordinate with the New Mexico Department of Health and/or the New Mexico National Guard to test symptomatic employees.
- ☐ Screen all customers as they enter the premises utilizing a COVID questionnaire outlined below (verbally or with a written form). Customers who report COVID symptoms or answer affirmatively to any of the following questions should be denied service. Restaurants are not required to retain health screening information.
 - ☐ Have you been directly exposed to someone under investigation for, or with a confirmed case of, COVID-19 in the past 14 days?
 - ☐ Have you experienced any of the following symptoms today, unrelated to a chronic and/or pre-existing condition? (select all that apply)
 - » Fever (100.4 degrees or greater)
 - » Cough (unrelated to seasonal allergies or asthma)
 - » Shortness of Breath (unrelated to seasonal allergies or asthma)
 - » Loss of taste or smell
 - » GI symptoms (vomit, nausea or diarrhea) (unrelated to a chronic condition)
 - » Chills
 - » Shaking chills, otherwise known as rigors
 - » Headache
 - » Muscle pain
 - » Sore throat
 - » Fatigue
 - » Congestion or runny nose (unrelated to seasonal allergies)
 - » None
 - ☐ Have you been contacted by the NM Department of Health and/or placed under self-quarantine for COVID-19 for any reason?
 - ☐ Have you tested positive for COVID-19 in the past 14 days?



COVID-SAFE PRACTICES: RESTAURANTS & BARS

- ☐ Have you traveled to another state or country in the past 14 days?
- ☐ Have any members of your household traveled to another state or country in the past 14 days?
- ☐ Have you, or a member of your household, traveled by sea (Domestic or International) within the past 14 days?

Best Practices

- ☐ Consider accepting customers on a reservation-only basis.
- ☐ When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.
- ☐ Provide single-use items such as plates, cutlery, and napkins to customers and do not leave them in common areas or on tables for self-service.
- ☐ Install large plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- ☐ Food and Drug Administration: [Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic](#)
- ☐ [New Mexico Food Establishment Reopening Checklist](#)
- ☐ [New Mexico Food Program](#)
- ☐ [New Mexico Restaurant Association](#)



COVID-SAFE PRACTICES: OFFICE AND CALL CENTERS

Required

- Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- Adhere to maximum occupancy and staffing limits per the State's Public Health Order.
- If establishment also operates a space that provides in-person services to the public, adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- Utilize signs, stanchions and/or floor decals to support 6-foot social distancing, including one-way traffic and separate entry/exit wherever possible.
- Maintain a schedule of stringent daily cleaning and sanitizing. Clean and sanitize shared workstations between shifts.
- Restrict use of communal dishware and provide single-use items in break rooms and cafeterias.

Best Practices

- Install large plexiglass sneeze guards where regular interaction is common.
- Install large dividers between workstations.
- Provide face coverings and gloves to visitors.
- For employees who cannot work entirely remotely, stagger work schedules to lower workplace density. Divide employees into static teams and arrange for each team to be in the office one week and working remotely for the following two weeks, for example. Avoid in-person interaction between teams.

Additional Resources

- CDC: Stop the Spread of Germs Poster ([English](#) and [Spanish](#))



COVID-SAFE PRACTICES: GROCERY STORES & FARMERS' MARKETS

Before COVID-19, grocery store and farmers' market employees kept these establishments clean and food safe for customers. They are doing the same now, *plus* enhanced work practices recommended by the Food and Drug Administration and the Centers for Disease Control.

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ If food service is provided onsite, adhere to COVID-Safe Practices for Restaurants (p. 13)
- ☐ Discontinue service stations that require customers to congregate in certain areas or use common utensils/dispensers, including food samples, bulk bins, beverage stations, etc.
- ☐ Prohibit the refilling of customer-supplied, reusable containers (e.g. coffee cups and water bottles).
- ☐ Require customers who bring reusable bags to bag their own purchases.
- ☐ Clean and sanitize equipment, including pallet jacks, ladders and supply carts, between each use.
- ☐ For deliveries:
 - ☐ Temporarily suspend truck drivers from entering the sales floor unless as a customer or to use the restroom.
 - ☐ Arrange for contactless signatures for deliveries.
 - ☐ Expand store delivery times to spread out deliveries and prevent overcrowding.
 - ☐ Vendors required to enter the business must follow employee protocols for personal protective equipment and social distancing.

Additional Requirements for Farmers' Markets

- ☐ Farmers, vendors, market staff and volunteers must wear food grade gloves, with frequent changes between customers or when they become soiled or contaminated.



COVID-SAFE PRACTICES FOR GROCERY STORES & FARMERS' MARKETS

- ❑ Increase the numbers of hand-washing stations available within the market, along with signage to encourage customers to frequently wash their hands.
- ❑ Require farmers to bring hand-washing supplies and hand sanitizers, for frequent use within their own booth space.
- ❑ Restrict customers from touching any produce or products until after they have purchased.
- ❑ Configure stands so that customers will request products and staff will bag produce.
- ❑ Suspend cooking demonstrations and sampling.
- ❑ Suspend social programs and remove seating areas that promote customers to congregate in the market.

Best Practices

- ❑ To the maximum extent possible, pre-package produce and other such products to avoid excess handling by customers and employees.
- ❑ When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.
- ❑ Install large plexiglass sneeze guards at cash registers wherever possible.
- ❑ Arrange for contactless payment and receipt options to the greatest extent possible.
- ❑ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- ❑ Food and Drug Administration (FDA): [Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic](#)
- ❑ [New Mexico Food Program](#)



COVID-SAFE PRACTICES: YOUTH PROGRAMS

The following COVID-Safe Practices apply to all non-athletic youth programs unaffiliated with the New Mexico Activities Association, which regulates various interscholastic programs for junior and high school students.

Required

- ❑ Establish and continue communication with local and state authorities to determine current mitigation levels in your community. Check state and local health department notices daily about transmission in the area and adjust operations accordingly.
- ❑ In-person programs must be restricted to the mass gathering limit as per the public health order outlining the [Red to Green Framework](#). For the purposes of determining group size, include all individuals in close proximity, such as coaches, staff, children and parents.
- ❑ Youth participants must be limited to those who live in the local geographic area only (within a 50-mile radius).
- ❑ Ensure that student and staff groupings are as self-contained as possible by having the same group of children/youth stay with the same staff. Restrict mixing children between groups.
- ❑ Limit activities to only those that maintain 6 feet social distancing. If multiple groups of children/youth are present in an outdoor space, they must maintain at least 20 feet distance between the groups.
- ❑ Masks are required for adults and students at all times.
- ❑ Restrict group transportation including carpooling.
- ❑ Stagger arrival and drop-off times and locations. Establish protocols to limit direct contact with parents as much as possible. Students waiting to be picked up must maintain 6 feet social distancing.
- ❑ Conduct practices outdoors when possible.
- ❑ Maintain adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), tissues, and no-touch trash cans.
- ❑ Post signs on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures, and properly wear a face covering. Intensify cleaning, disinfection, and ventilation.
- ❑ Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods.
- ❑ Conduct trainings for children/youth regarding hygiene and safety protocols, including proper hand washing, touching of face, covering mouth and nose when coughing/sneezing and social distancing.



COVID-SAFE PRACTICES FOR YOUTH PROGRAMS

- Temperature checks of staff must be taken daily with a touchless thermometer. Daily temperature checks of students are recommended for children/youth. Individuals with elevated temperatures (above 100.4 F) or with COVID-19 related symptoms must stay home.
- Implement screenings safely, respectfully, as well as in accordance with any applicable privacy laws or regulations. Confidentiality should be maintained.
- Plan for when staff or children/youth become sick. Sick individuals may not return until they have met CDC criteria to discontinue home isolation.
- Students that become sick must be picked up immediately. For emergency situations, staff should call 911.

Additional Resources

- All Together New Mexico – [COVID-19 Safe Practices Guidance](#)
- New Mexico Department of Health COVID Hotline: 1-855-600-3453 (Available 24/7 in English and Spanish)
- [State of New Mexico COVID-19 website](#)
- [New Mexico Department of Health](#)
- [Centers for Disease Control and Prevention \(CDC\) COVID-19 website](#)
- Occupational Safety and Health Administration (OSHA): [Guidance on Preparing Workplaces for COVID-19](#)
- Centers for Disease Control and Prevention (CDC) Cleaning and Disinfection Guidelines: [Guidelines for Cleaning and Disinfection Community Facilities](#)
- Environmental Protection Agency (EPA): [List N: Disinfectants for Use Against SARS-CoV-2](#)
- [Mask guidance for children and youth](#)
- Other Centers for Disease Control and Prevention (CDC) Resources:
 - [CDC Print Resources in multiple languages](#)
 - [CDC Frequently Asked Questions](#)
- List of Suppliers: [COVID-19 Emergency Supply Collaborative](#)
- [Frequently Asked Questions: Children and COVID-19](#)
- [Frequently Asked Questions: Summer Youth Programs](#)



COVID-SAFE PRACTICES: YOUTH CLUB SPORTS

The modifications outlined in this document are meant to decrease potential exposure to respiratory droplets by encouraging social distancing, limiting participation in administrative tasks to essential personnel, and allowing for appropriate protective equipment.

This document provides participation guidelines for sports teams and associations to follow in accordance with the New Mexico Public Health Order and other state restrictions.

All athletes and parent/guardians must sign the COVID-19 Code of Conduct prior to participating in sports activities. The Code of Conduct can be found following the below COVID-Safe Practices.

Points of Emphasis

- ❑ Establish and continue communication with local and state authorities to determine current mitigation levels in your community. Check state and local health department notices daily about transmission in the area and adjust operations accordingly.
- ❑ New Mexico Activities Association (NMAA) COVID-19 Safe Practices must be followed during all activities.
- ❑ Administrators and coaches must emphasize the need for all participants and spectators who have signs or symptoms of illness to stay home when ill to decrease risk of viral transmission. “Vulnerable individuals” are defined by CDC as people age 65 years and older, women who are pregnant, and others with serious underlying health conditions, including high blood pressure, chronic lung disease, diabetes, asthma, and those whose immune systems are compromised such as by chemotherapy for cancer and other conditions requiring such therapy. These individuals may include not only coaches, athletes and other participants.
- ❑ Current pre-season conditioning and acclimatization models assume that athletes have deconditioned during the pandemic. The intensity and duration of training should be moderated upon return.
- ❑ The safety of coaches and athletes must be the priority. If teams experience widespread COVID-19 outbreaks, sports activities will be halted until health conditions improve.

COVID-19 Cases/Testings

- ❑ If a positive COVID-19 case is determined, teams must follow their safety plan as well as adhere to New Mexico Department of Health guidelines in determining a comprehensive plan of action.
- ❑ Teams with positive cases should contact the Department of Health and follow DOH instructions.
- ❑ COVID-19 testing is required for all coaches on a monthly basis unless individuals have completed their COVID-19 vaccination.



COVID-SAFE PRACTICES FOR YOUTH CLUB SPORTS

- ❑ Those who have been in contact with someone who has tested positive for COVID-19 must contact DOH at (505) 827-0006 to schedule testing or visit cv.nmhealth.org for more information.
- ❑ Athletes who have contracted COVID-19 will need to complete the required 10-day quarantine as per New Mexico Department of Health.
- ❑ Students that become sick must be picked up immediately. For emergency situations, staff should call 911.

Return to Participation Facilities Cleaning

- ❑ Adequate cleaning schedules should be created and implemented for all athletic facilities.
- ❑ Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, bathrooms, athletic training room tables, etc.).
- ❑ Individuals should wash their hands for a minimum of 20 seconds with warm water and soap or hand sanitizer before touching any surfaces or participating in workouts.
- ❑ Hand sanitizer should be plentiful and available to individuals as they transfer from place to place.
- ❑ Appropriate clothing/shoes should be worn at all times to minimize sweat from transmitting onto equipment/surfaces.
- ❑ Any equipment such as benches, athletic pads, etc. having holes with exposed foam should be covered.
- ❑ Athletes must be encouraged to shower and wash their workout clothing immediately upon returning to home.
- ❑ Post signs on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures, and properly wear a face covering. Intensify cleaning, disinfection, and ventilation.
- ❑ Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods.

Entrance/Exit Strategies

- ❑ Create strategies to prevent groups from gathering at entrances/exits to facilities to limit crossover and contact, including staggering starting/ending times.
- ❑ Stagger arrival and drop-off times and locations.
- ❑ Establish protocols to limit direct contact with parents as much as possible.
- ❑ Athletes waiting to be picked up must maintain 6 feet social distancing.



COVID-SAFE PRACTICES FOR YOUTH CLUB SPORTS

Spectators/Limitation on Gatherings

- ❑ Spectators – Permitted to the extent allowed by the current Public Health Order for Large Entertainment Venues. Operators of venues shall follow all COVID-Safe Practices for Entertainment Venues (p. 69).
- ❑ See NMAA sport guidelines for additional information on sport-specific limitations.
- ❑ There should be a minimum distance of 6 feet between each individual at all times other than when engaged in practice/competition.

Pre-Workout/Competition Screen

- ❑ All coaches and athletes should be screened daily for signs/symptoms of COVID-19. Coaches should also include a temperature check. Medical grade, non-contact infrared thermometers are recommended.
- ❑ Responses to screening questions for each person should be recorded and stored.
- ❑ Any person with positive symptoms, or a temperature greater than 100.4 degrees Fahrenheit, should not be allowed to participate, should self-isolate, and contact their primary care provider or other health-care professional to receive medical clearance before returning to workouts.
- ❑ Athletes MUST tell coaches immediately when they are not feeling well.
- ❑ Parents/Guardians should inform coaches if the participant has been exposed to someone who is known to have COVID-19.
- ❑ Any person who has been exposed to someone testing positive for COVID-19 must receive clearance from the Department of Health before returning to athletic activity.
- ❑ Vulnerable individuals should not supervise or participate in any workouts.

Travel and Quarantines

- ❑ Teams and individuals must follow all State required quarantine orders: <https://cv.nmhealth.org/public-health-orders-and-executive-orders/>

Face Coverings

- ❑ State guidelines for cloth face coverings should be strictly followed.
- ❑ Coaches, officials, screeners and all other non-participants in attendance, shall wear cloth face coverings at all times (artificial noisemakers such as an air horn or a timer system with an alarm can be used to signal in place of a traditional whistle).
- ❑ Unless otherwise noted in the sport-specific guidelines, face coverings shall be required by all participants, including those actively participating. Waivers shall not be accepted.



COVID-SAFE PRACTICES FOR YOUTH CLUB SPORTS

- ❑ Cloth face coverings should be considered acceptable. There is no need to require or recommend “medical grade” masks for physical activity.
- ❑ Neck gaiters are not permitted.
- ❑ Plastic shields covering the entire face will not be allowed during participation due to the risk of unintended injury to the person wearing the shield or others.

Hygiene Practices

- ❑ Have adequate cleaning supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), tissues, and no-touch trash cans.
- ❑ Conduct trainings for students regarding hygiene and safety protocols including proper hand washing, touching of face, covering mouth and nose when coughing/sneezing and social distancing.
- ❑ Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
- ❑ Sneeze or cough into a tissue, or the inside of your elbow. Avoid touching your face.
- ❑ Disinfect frequently used items and surfaces as much as possible.

Hydration/Food

- ❑ All athletes must bring their own water bottle. Water bottles must not be shared. Food should not be shared. Hydration stations (water cows, water trough, water fountains, etc.) are not recommended unless they are designed to refill bottles in a contact-free manner.
- ❑ Food concessions are prohibited.

Weight Rooms

- ❑ Weight equipment should be wiped down thoroughly before and after an individual's use of equipment.
- ❑ Resistance training should be emphasized as body weight, weight machines, and free weights that require minimal use of a spotter.
- ❑ Masks shall be worn at all times and appropriate physical distancing followed when not actively engaged in physical activity.



COVID-SAFE PRACTICES FOR YOUTH CLUB SPORTS

Physical Activity & Athletic Equipment

- ❑ Physical distancing should be followed when not actively engaged in physical activity (practice/competition).
- ❑ Prohibit congregation of players during warm-up, while at rest or hydration breaks, or when entering or leaving the practice site.
- ❑ Coaches should consider conducting workouts in “pods” of the same athletes, always training and rotating together in practice to ensure less exposure if someone develops an infection.
- ❑ There should be no sharing of personal athletic equipment (towels, clothing, shoes, etc.) between students.
- ❑ There should be limited sharing of sport-specific equipment. If shared, equipment must be disinfected between individual use.
- ❑ Athletes should wear their own appropriate workout clothing (do not share clothing). Individual clothing/towels should be washed and cleaned after every workout.
- ❑ All athletic equipment, including balls, should be cleaned frequently during use and prior to the next workout.



COVID-19 Code of Conduct for Athletes and Families

I will help prevent COVID-19 infections by:

- Staying home when I feel sick.
- Staying away from people who are coughing, sneezing, or sick.
- Washing my hands thoroughly and often with soap and water, before and after training, practice, or competition, or when I use the washroom.
- Covering my coughs and sneezes with a tissue, or my elbow. If I use a tissue, I will throw it in the garbage right away and wash my hands.
- Wearing a mask or multilayer cloth face covering (NO GATORS) that covers from nose to under chin.
- Always keeping at least 6 feet between myself and others.
- Not sharing food, water bottles, towels, or other personal items.
- Respecting the rules of the sport I am participating in.

I will care for the health and safety of others and I understand that:

- I will be removed from sport immediately if I do not follow the required COVID-Safe Practices.

I will care for my health and safety and I understand that:

- I have a commitment to preventing COVID-19 and will tell a coach or parent/guardian if I feel sick and will stop participating in training, practice, or competition immediately.
- If I have been exposed to an individual who has tested positive for COVID-19, I will be removed from sport and I will not be able to return to training, practice, or competition for 10 days.

I will take the time I need to recover because it is important for my health and I understand that:

- If I contract COVID-19, I will be removed from sport and I will not be able to return to training, practice, or competition until I have been cleared by a medical professional.

I understand that I have access to no-cost COVID-19 testing and that I am encouraged to engage in periodic COVID-19 testing while participating in sports activities.

By signing here, I acknowledge that I have reviewed and committed to this COVID-19 Code of Conduct.

Athlete Name: _____

Signature: _____ Date: _____

Parent/Guardian Name: _____

Signature: _____ Date: _____

COVID-SAFE PRACTICES: INTERCOLLEGIATE SPORTS

The following COVID-Safe Practices apply to all intercollegiate sports and collegiate sport participants, including athletes, coaches, trainers and other staff members. Universities, colleges and sports programs must also follow all applicable COVID-Safe Practices outlined in “All Together New Mexico: COVID-Safe Practices for Individuals and Employers.”

Higher education institutions and New Mexico special schools must send an email to the New Mexico Higher Education Department stating an intent to resume full practices of spring season sports or sports that were postponed during the fall season. The email shall include language stating that the higher education institution or New Mexico special school will comply with the COVID-Safe Practices for Intercollegiate Sports, a list of sports that will resume full practices, and a testing plan. Please email nmhed.covid@state.nm.us with the requested information.

Requirements

- Testing
 - ◆ Colleges and universities shall regularly test athletes, coaches, trainers and staff members.
 - ▶ Athletes, coaches, trainers and staff members shall be tested no less than three (3) times per week through a PCR test and a testing plan must be sent and reviewed by the Office of the Governor and the New Mexico Higher Education Department.
 - ▶ Athletes, coaches, trainers and staff members must test no more than 24 hours prior to a game, competition or scrimmage and quarantine until they receive negative test results and must be tested by a PCR test. Individuals who receive positive test results shall not participate in contest and must isolate for at least 10 days and return when a licensed medical professional advises it is safe to do so.
 - ▶ Testing and Travel
 - » Athletes and staff members must test within 48 hours and quarantine until they receive results prior to traveling out of state to play. Athletes, coaches, trainers and staff members who receive a positive result or fail to test shall not be permitted to travel.
 - » Athletes and staff members must test within 48 hours upon returning to New Mexico and must quarantine until they test and receive test results.



COVID-SAFE PRACTICES FOR INTERCOLLEGIATE SPORTS

- ▶ Positive and negative test results are required to be reported to the appropriate State agencies weekly.
 - » All positive and negative test results must be reported to the New Mexico Department of Health.
 - » Positive cases surrounding employees and contractors associated with the college, university or New Mexico special schools must be reported to the New Mexico Environment Department's Occupational Health and Safety Bureau (OSHA) and the New Mexico Higher Education Department.
 - » All positive and negative cases surrounding all staff and students must be reported to the New Mexico Higher Education Department.

□ Practices, Trainings and Games

- ◆ Practices, games, competitions, or scrimmages in outdoor or indoor venues may occur without spectators in any county regardless of the county's status under the state's [Red to Green Framework](#) so long as all applicable CSPs are complied with.
- ◆ Masks
 - ▶ Masks shall be worn at all times (over the nose, mouth and chin) by all parties including, but not limited to, players, coaches, trainers, other relevant staff members, and visiting teams on the sidelines. Referees shall wear a mask at all times. The only exception is for players on the field of play.
 - ▶ Only athletes and relevant staff members shall be allowed to participate in practices, trainings, games, competitions, scrimmages and recovery sessions. All persons must wear a mask, indoors and outdoors, and all individuals on the sidelines, including athletes and staff, must adhere to six feet of social distancing at all times.
- ◆ Gyms, weight rooms and recovery rooms may operate at no greater than the allowable maximum capacity of an enclosed space as determined by the relevant fire marshal or fire department as outlined in the State of New Mexico's [Red to Green Framework](#).

□ Spectators

- ◆ Spectators may be permitted at practices, games, competitions or scrimmages only if allowable for "Large Entertainment Venues" under the State's [Red to Green Framework](#). Allowances and capacity restrictions vary by the color-coded status of the county and between outdoor and indoor venues. All venues hosting spectators must adhere to COVID-Safe Practices for Entertainment Venues.



COVID-SAFE PRACTICES FOR INTERCOLLEGIATE SPORTS

□ Visiting Teams

- ◆ Any team visiting New Mexico to play a game or scrimmage must immediately travel to the place of lodging upon arrival and remain there until it is time to travel to the field, arena or stadium to play.
 - ▶ All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
- ◆ All visiting team members and staff shall receive a negative COVID-19 test result prior to arrival. This must be completed through a PCR test and must be completed with 72 hours prior to arrival or immediately upon arrival in New Mexico.
- ◆ The New Mexico college or university must ensure that the visiting team follows all rules and protocols to ensure the health, safety and wellbeing of the public.

□ COVID-Safe Practices

- ◆ All athletic departments, teams, athletes, coaches, trainers, staff members and visiting teams shall follow all COVID-safe practices. This includes wearing a mask and maintaining six feet of social distancing at all times including in gyms, weight rooms, locker rooms, recovery rooms, etc.
- ◆ Athletes and staff members may only leave a residence or place of lodging to receive medical care, participate in training, practices, games, competitions, scrimmages and other team functions, or attend educational programming as required by the college, university or New Mexico special school.
- ◆ Athletes and staff members shall not participate in mass gatherings outside of practice and competitive play. This includes any and all social gatherings.
- ◆ When traveling for away games and competitions, athletes, coaches, trainers and staff members must immediately travel to the place lodging and remain there at all times until it is time to travel to the field, arena or stadium to play.
 - ▶ All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
- ◆ All requirements herein must be adhered to when traveling out of state for away games and competitions.



COVID-SAFE PRACTICES FOR INTERCOLLEGIATE SPORTS

□ Outbreak Policies and Procedures

- ◆ If an outbreak occurs, the athletic program must cease operations and test all athletes, coaches, trainers, staff members and other points of contacts, as determined by contact tracing, immediately. All individuals must quarantine until they receive the test results. If an individual is COVID-19 positive, he or she must isolate per the guidance of the New Mexico Department of Health. Proper accommodations, such as housing and meals, must be provided by the athletic program to mitigate the spread of COVID-19 to other team members, roommates, coaches, trainers, staff members and the community at large.
- ◆ An outbreak will be determined by the New Mexico Department of Health.

□ Code of Conduct

- ◆ Disciplinary action shall be established within a code of conduct and enforced if it is violated. A violation may result in, but is not limited to, a suspension for the entirety of the season which also includes training, practices and other team functions.
- ◆ The code of conduct shall be observed at all times in both on-campus and off-campus settings.
- ◆ Coaches, trainers and staff members shall also adhere to a code of conduct.

□ Regents and Governing Boards

- ◆ Regents and Governing Boards shall review and approve all plans to ensure athletic programs, administrators, athletes, coaches, trainers and staff members fully comply with the State of New Mexico's COVID-Safe Practices for Intercollegiate Sports. Additionally, Regents and Governing Boards shall ensure compliance by all athletic departments and sports programs at the higher education institution or New Mexico special school.



COVID-SAFE PRACTICES: PROFESSIONAL SPORTS

The following COVID-Safe Practices apply to all professional sports participants, including athletes, coaches, trainers and other staff members. Professional sports teams must also follow all applicable COVID-Safe Practices outlined in “All Together New Mexico: COVID-Safe Practices for Individuals and Employers.”

The team must submit a plan to the Office of the Governor prior to practicing and participating in contest.

Requirements

□ Testing

◆ Teams shall regularly test athletes, coaches, trainers and staff members.

- ▶ Athletes, coaches, trainers and staff members shall be tested no less than three (3) times per week through a PCR test and a testing plan must be sent and reviewed by the Office of the Governor.
- ▶ Athletes, coaches, trainers and staff members must test no more than 24 hours prior to a game, competition or scrimmage and quarantine until they receive a negative test result and must be tested by a PCR test. Individuals who receive positive test results shall not participate in contest and must isolate for at least 10 days and return when a licensed medical professional advises it is safe to do so.
- ▶ Testing and Travel
 - » Athletes and staff members must test within 48 hours and isolate until they receive results prior to traveling out of state to play. Athletes, coaches, trainers and staff members who receive a positive result or fail to test shall not be permitted to travel.
 - » Athletes and staff members must test within 48 hours upon returning to New Mexico and must quarantine until they test and receive test results.
- ▶ Positive and negative test results are required to be reported to the appropriate State agencies weekly.
 - » All positive and negative test results must be reported to the New Mexico Department of Health.
 - » Positive cases surrounding employees and contractors associated with the organization must be reported to the New Mexico Environment Department's Occupational Health and Safety Bureau (OSHA).
 - » All positive and negative cases surrounding all staff and students must be reported to the New Mexico Department of Health.



COVID-SAFE PRACTICES FOR PROFESSIONAL SPORTS

□ Practice, Trainings and Games

- ◆ Practices, games, competitions, or scrimmages in outdoor or indoor venues may occur without spectators in any county regardless of the county's status under the state's [Red to Green Framework](#) so long as all applicable CSPs are complied with.
- ◆ Masks
 - ▶ Masks shall be worn at all times (over the nose, mouth and chin) by all parties including, but not limited to, players, coaches, trainers, other relevant staff members, and visiting teams on the sidelines. Referees shall wear a mask at all times. The only exception is for players on the field of play.
 - ▶ Only athletes and relevant staff members shall be allowed to participate in practices, trainings, games, competitions, scrimmages and recovery sessions. All persons must wear a mask, indoors and outdoors, and all individuals on the sidelines, including athletes and staff, must adhere to six feet of social distancing at all times.
- ◆ Gyms, weight rooms and recovery rooms may operate at no greater than the allowable maximum capacity of an enclosed space as determined by the relevant fire marshal or fire department as outlined in the State of New Mexico's [Red to Green Framework](#).

□ Spectators

- ◆ Spectators may be permitted at practices, games, competitions or scrimmages only if allowable for “Large Entertainment Venues” under the State’s [Red to Green Framework](#). Allowances and capacity restrictions vary by the color-coded status of the county and between outdoor and indoor venues. All venues hosting spectators must adhere to COVID-Safe Practices for Entertainment Venues.

□ Visiting Teams

- ◆ Any team visiting New Mexico to play a game or scrimmage must immediately travel to the place of lodging upon arrival and remain there until it is time to travel to the field, arena or stadium to play.
 - ▶ All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
- ◆ All visiting team members and staff shall receive a negative COVID-19 test result prior to arrival. This must be completed through a PCR test and must be completed with 72 hours prior to arrival or immediately upon arrival in New Mexico.
- ◆ The New Mexico team must ensure that the visiting team follows all rules and protocols to ensure the health, safety and wellbeing of the public.



COVID-SAFE PRACTICES FOR PROFESSIONAL SPORTS

□ COVID-Safe Practices

- ◆ All athletes, coaches, trainers, staff members and visiting teams shall follow all COVID-safe practices. This includes wearing a mask and maintaining six feet of social distancing at all times including in gyms, weight rooms, locker rooms, recovery rooms, etc.
- ◆ Athletes and staff members may only leave a residence or place of lodging to receive medical care, participate in training, practices, games, competitions, scrimmages and other team functions.
- ◆ Athletes and staff members shall not participate in mass gatherings outside of practice and competitive play. This includes any and all social gatherings.
- ◆ When traveling for away games and competitions, athletes, coaches, trainers and staff members must immediately travel to the place lodging and remain there at all times until it is time to travel to the field, arena or stadium to play.
 - ▶ All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
- ◆ All requirements herein must be adhered to when traveling out of state for away games and competitions.

□ Outbreak Policies and Procedures

- ◆ If an outbreak occurs, the athletic program must cease operations and test all athletes, coaches, trainers, staff members and other points of contacts, as determined by contact tracing, immediately. All individuals must isolate until they receive the test results. If an individual is COVID-19 positive, he or she must self-quarantine per the guidance of the New Mexico Department of Health. Proper accommodations, such as housing and meals, must be provided by the team to mitigate the spread of COVID-19 to other team members, roommates, coaches, trainers, staff members and the community at large.
- ◆ An outbreak will be determined by the New Mexico Department of Health.

□ Code of Conduct

- ◆ Disciplinary action shall be established within a code of conduct and enforced if it is violated.
- ◆ The code of conduct shall be observed at all times in both on-field and off-field settings.
- ◆ Coaches, trainers and staff members shall also adhere to a code of conduct.



COVID-SAFE PRACTICES: MANUFACTURING, WAREHOUSE & FOOD PRODUCTION

Required

- ❑ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ❑ Adhere to maximum occupancy limits per the State's Public Health Order.
- ❑ Utilize signs, stanchions and/or floor decals to support 6-foot social distancing, including one-way traffic and separate entry/exit wherever possible.
- ❑ Where arranging for 6 feet of distance between employees is not tenable, maximize distance between employees and take other steps to minimize the potential transmission by using personal protective equipment.
- ❑ Maintain a schedule of stringent daily cleaning and sanitizing. Clean and sanitize shared workstations between shifts.
- ❑ Arrange for contactless signatures for deliveries.
- ❑ Vendors required to enter the business must follow employee protocols for personal protective equipment and social distancing.
- ❑ Restrict use of communal dishware and provide single-use items in break rooms and cafeterias.

Best Practices

- ❑ Install large plexiglass sneeze guards where regular interaction is common.
- ❑ Stagger work schedules to support social distancing, and stagger employee arrival and departure times, including lunch and break times, to avoid congregations of workers in parking areas, locker rooms, and near time clocks.
- ❑ When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.

Additional Resources

- ❑ CDC: [Guidance for Cleaning Truck Cab](#)
- ❑ CDC: Stop the Spread of Germs Poster ([English](#) and [Spanish](#))
- ❑ [New Mexico Food Program](#)



COVID-SAFE PRACTICES: HOTELS, RESORTS & LODGING

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Utilize signage in front-of-house and back-of-house to communicate occupancy limits and health, hygiene and safety procedures.
- ☐ If food service is provided onsite, adhere to Required COVID-Safe Practices for Restaurants (p. 13).
 - ☐ Room service must be encouraged as a first option for guests who would like food service. Hotels must minimize contact with guests by leaving food carts at guest's door.
 - ☐ Close access to self-serve food bars.
 - ☐ Remove self-serve refreshments such as water, ice, coffee, etc. Hotel staff can provide those services upon request.
- ☐ Pool operations must adhere to maximum occupancy limits per the Public Health Order.
- ☐ Gyms and exercise rooms shall adhere to Required COVID-Safe Practices for Gyms (p. 46)
- ☐ Discontinue use of communal hot tubs and saunas.
- ☐ Private hot tubs and saunas are required to be cleaned and disinfected after each client use.
- ☐ Provide information to guests on health, hygiene and safety procedures with guest check-in packets and/or through digital reservation confirmations.
- ☐ Directions to stairwells must be prominently displayed for guests who wish to avoid elevator usage.



COVID-SAFE PRACTICES FOR HOTELS, RESORTS & LODGING

- Maintenance of guest rooms:
 - Adhere to enhanced cleaning procedures outlined by the American Hotel & Lodging Association's [Safe Stay Enhanced Industry-wide Hotel Cleaning Standards](#).
 - Remove unnecessary items such as paper, pens, booklets, extra towels, decorative bedding, etc.
 - Comfort items and appliances such as coffee machines, irons, hair dryers, extra blankets, etc., may be provided for guests upon request. If requested, items must be cleaned per CDC or AHLA cleaning standards before provided to guests.
 - Room service menus should be disposed after each guest has checked out.
 - Housekeeping shall only provide cleaning service during a guest's stay upon request by the guest.
 - All bed linen and towels must be changed only after the guest has concluded their stay or upon guest request.
 - In the event of a presumptive case of COVID-19, the property will adhere to [guidelines outlined by the CDC on disinfecting rooms of an infected individual](#).
- For laundry, adhere to the [CDC guidelines](#), outlined as follows:
 - Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
 - Wear disposable gloves when handling dirty laundry from a person who is sick.
 - Do not shake dirty laundry.
 - Clean and disinfect clothes hampers according to guidance above for surfaces.
 - Remove gloves, and wash hands right away.
- For meetings, events, and conventions, adhere to COVID-Safe Practices for Entertainment Venues.

Best Practices

- When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.
- Install large plexiglass sneeze guards at reception desks wherever possible.
- Arrange for contactless payment and receipt options to the greatest extent possible.



COVID-SAFE PRACTICES FOR HOTELS, RESORTS & LODGING

- Arrange for mobile check-in and paperless check-out to the greatest extent possible.
- Screen employees with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- Pet-friendly alternative lodging properties should limit guests to keeping pets within private lodging areas only.

Additional Resources

- American Hotel & Lodging Association: [Safe Stay Enhanced Industry-wide Hotel Cleaning Standards](#)
- Food and Drug Administration (FDA): [Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic](#)



COVID-SAFE PRACTICES: GOLF COURSES

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Limit tee times to 15-minute intervals.
- ☐ Tee times must be pre-scheduled; golfers without a reservation prior to arrival are not permitted.
- ☐ The following reservation formats are allowable:
 - ☐ Twosomes
 - ☐ Threesomes under the following scenarios:
 - ☐ three individuals of the same household (individuals who live within the same place of residence)
 - ☐ two individuals of the same household + 1 other booked together
 - ☐ three individuals booked together, however a maximum of two power carts
 - ☐ Foursomes under the following scenarios:
 - ☐ four individuals of the same household
 - ☐ two individuals of the same household + two individuals of a second same household, booked together, with a maximum of two carts
 - ☐ two individuals of the same household + two individuals, booked together, with a maximum of two power carts (one or two individuals must walk)
 - ☐ four individuals walking
- ☐ Limit one rider per cart, unless two individuals share the same household.
- ☐ Limit of 144 players at any time on the course (four on the tee and four on the green for all 18 holes).
- ☐ For all food and beverage service, adhere to COVID-Safe Practices for Restaurants (p. 13) and limitations on restaurant capacity and seating per the State's Public Health Order.
- ☐ Configure practice facilities such that there is at least six feet of spacing between golfers.
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing, specifically carts and other high-touch places.



COVID-SAFE PRACTICES FOR GOLF COURSES

- ❑ Remove or close off access to rakes, ball washers, sand/seed containers and other high-touch objects.
- ❑ Flagsticks must remain in hole and plugs must be attached so that balls do not drop to bottom of cup.
- ❑ Provide disinfectant bottles in all carts and teeing grounds.
- ❑ Pro shops and other retail sites must adhere to COVID-Safe Practices for Retail Establishments and limitations on capacity per the State's Public Health Order.
- ❑ Eliminate bag services, club storage and club rentals.
- ❑ Utilize signage to communicate occupancy limits and above safety restrictions that affect normal play.
- ❑ If operating in a “Yellow” county according to the state's [Red to Green framework](#), the following additional restrictions apply:
 - ❑ No more than one party in pro shop at a time
 - ❑ Discontinue beverage cart service
- ❑ If operating in a “Red” county according to the state's [Red to Green framework](#), the following additional restrictions apply:
 - ❑ Parties not booked together may not play together (e.g., a twosome may not play with another twosome that was booked under a separate reservation)
 - ❑ No more than one party in pro shop at a time
 - ❑ Discontinue beverage cart service
 - ❑ Discontinue beverage cart service

Best Practices

- ❑ Employ a greeter to communicate safety restrictions and protocols.
- ❑ Employ additional course marshals to monitor rate of play.
- ❑ Install plexiglass sneeze guards at cash registers wherever possible.
- ❑ Arrange for contactless payment and receipt options to the greatest extent possible.
- ❑ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.



COVID-SAFE PRACTICES: TOUR OPERATORS

The following COVID-Safe Practices apply to the operation of tours and guided outdoor recreation, such as horseback riding, guided fishing and hunting and similar services. Certain outdoor guided activities may be prohibited. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ❑ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ❑ Tour operators with brick-and-mortar locations must adhere COVID-Safe Practices for Retail Establishments (p. 12).
- ❑ Organize every aspect of tour to provide for 6 feet of distance between individuals wherever possible.
- ❑ Limit capacity and stagger seating in shared vehicles (busses, shuttles, trains, trams, ski lifts, etc.) to support social distancing.
- ❑ Hot air balloons: for guests/groups who are not “same household” individuals, hot air balloon operators must implement barriers of clear vinyl within the basket to create separation between all individuals within the basket.
- ❑ Arrange for electronic ticketing and contactless scanning of tickets.
- ❑ Waiver forms must be updated to reflect sanitation and safety procedures the tour operator has implemented in response to COVID-19 and to reflect new procedures guests are expected to follow in respect to the safety of themselves, fellow guests and tour operator staff.
- ❑ Operator must deliver waiver forms electronically, and customers must complete and submit waiver forms electronically.
- ❑ Upon conclusion of the tour, all vehicles and equipment included in the tour must be cleaned and sanitized before use by another person.
- ❑ All COVID-Safe Practices must be in compliance with Federal Motor Carrier Safety Administration, United States Department of Transportation, and New Mexico Department of Transportation guidelines.



COVID-SAFE PRACTICES FOR TOUR OPERATORS

Best Practices

- ❑ Install plexiglass shields in shared vehicles to separate passenger space and driver/pilot/conductor space.
- ❑ If the tour requires physical effort, takes place in the heat or features water-based activities, requires guests bring their own towel to prevent potential spread through perspiration.
- ❑ Offering face coverings to customers and require their use while on the tour.

Additional Resources

- ❑ CDC: [Guidance for Bus Transit Operators](#)
- ❑ [United States Tour Operator Association COVID-19 Resource Guide](#)
- ❑ [Federal Motor Carrier Safety Administration](#)
- ❑ [United States Department of Transportation](#)



COVID-SAFE PRACTICES: HOUSES OF WORSHIP

Required

- ❑ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ❑ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ❑ Adhere to maximum occupancy limits per the State's Public Health Order. Adjust seating capacity and stage setting to meet occupancy guidelines and 6 feet of distance between individuals and performers.
- ❑ Provide drive-in and online services to the greatest extent possible.
- ❑ Communicate to attendees to take the following precautions:
 - ❑ Those with known close contact to a person who is lab-confirmed to have COVID-19 must not attend in-person services until the end of the 14-day self-isolation period, as recommended by the Department of Health.
 - ❑ Perform temperature checks at home on all persons. Individuals who are ill or who have fevers must not attend in-person services.
- ❑ Children's programming, public programs and special events must comply with all State Public Health Orders regarding maximum occupancy limits.
- ❑ Review the State Public Health Order and all COVID-Safe Practices with guest musicians and guest worship leaders to ensure compliance.
- ❑ All touring artists, performers, tech crews, etc., are subject to the State's Public Health Orders.
- ❑ Attendees must remain separated from backstage technical personnel and worship leaders at all times.
- ❑ Prohibit shared use of service-related materials and literature. Materials and literature must be distributed contactless (e.g. in an accessible stack) or by a person wearing gloves and a mask.
- ❑ If nurseries and childcare facilities are utilized, they must comply with [CDC Guidance for Child Care Programs](#).
- ❑ Collect tithes and offerings in collection boxes only and encourage online giving.
- ❑ Use disposable, one-time use packages for elements used in religious practices (e.g. Christian communion, palm branches, anointing oil, etc.)



COVID-SAFE PRACTICES FOR HOUSES OF WORSHIP

- ❑ All religious gatherings that take place in homes are also required to adhere to COVID-Safe Practices for All Employers.
- ❑ If absolutely necessary for the practice of religion, any choir or congregation singing or chanting must be performed with masks.

Best Practices

- ❑ Install large plexiglass sneeze guards at information desks and welcome centers.
- ❑ Discourage vulnerable individuals from attending in-person services.
- ❑ Discourage attendees from engaging in hand shaking or other physical contact.
- ❑ Offer face coverings to attendees.
- ❑ Erect barriers to create controlled entry/exit for crowd control. Consider metered seating and provide special arrival times and other accommodations for vulnerable populations.
- ❑ Discontinue choir or congregation singing or chanting.

Additional Resources

- ❑ [CDC: Guidance for Community and Faith-Based Organizations](#)



COVID-SAFE PRACTICES: FARM, RANCH, DAIRY PRODUCERS & PROCESSORS

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing.
- ☐ Once every two hours (or more frequently), clean and disinfect high-touch items such as hose bibs, inside of vehicles, door handles, etc.
- ☐ Place hygiene supplies in equipment, shops and other shared areas.
- ☐ Prohibit sharing of food and beverage containers.
- ☐ Promote curbside service as much as possible. When appropriate, encourage owners to drop the animal off with an employee.
- ☐ Arrange for contactless deliveries whenever possible.

Best Practices

- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Limit the number of visitors to your operation to essential personnel and communicate with them prior to allowing access to farm. Establish appointments when possible.
- ☐ Stagger work schedules to support social distancing, and stagger employee arrival and departure times, including lunch and break times, to avoid congregations of workers in parking areas, locker rooms, and near time clocks.
- ☐ Where arranging for 6 feet of distance between individuals is not possible, install a temporary partition between workstations.
- ☐ Review labor contractors' safety procedures. When possible, include COVID-Safe Practices in contracts and ensure they are enforced for contract/seasonal employees when working for your operation.



COVID-SAFE PRACTICES FOR FARMS, RANCHES, DAIRY PRODUCERS & PROCESSORS

Additional Resources

- Purdue University: [Management of Farm Labor During COVID-19 Pandemic](#)
- Purdue University: [Recommendations for Livestock Sales During COVID-19 Pandemic](#)
- [National Milk Producers Federation](#)
- [International Dairy Foods Association](#)
- CDC: Stop the Spread of Germs Poster ([English](#) and [Spanish](#))



COVID-SAFE PRACTICES: VETERINARIANS & PET CARE FACILITIES

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Retrain employees on the proper use of personal protective equipment (PPE).
- ☐ Promote the use of telemedicine/teleconferencing as much as possible when compliant with state regulatory statutes. Instruct customers to wait outside and call upon arrival. A single employee will come outside to greet them when available.
- ☐ Accept customers on an appointment-only basis except for emergencies.
- ☐ Promote curbside service as much as possible. When appropriate, encourage owners to drop the animal off with an employee.
- ☐ All runs, cages, exam tables, tubs, instruments, equipment, etc., are to be disinfected between uses.
- ☐ Arrange for house call appointments only if absolutely necessary. Requirements include:
 - ☐ Enter the home only if absolutely necessary.
 - ☐ Examine small animals in your vehicle if appropriate.
 - ☐ Wear masks at all times when in a client home.
 - ☐ Disinfect all instruments used during the visit prior to being placed back into the vehicle.
- ☐ For Animal Shelters and Rescues:
 - ☐ Avoid out of state transfers of animals until travel restrictions are lifted per the Public Health Order.
 - ☐ If an animal from a known COVID-19 positive household enters a shelter, the American Veterinary Medical Association (AVMA) recommendations should be followed, currently summarized as:
 - ☐ Utilize gloves and personal protective equipment when handling exposed animals.
 - ☐ Bathing is not necessary, as there is no evidence to support animals can be fomites.
 - ☐ Hold known exposed animals for 14 days prior to adoption or foster.
 - ☐ House exposed animals separately from general population out of an abundance of caution.



COVID-SAFE PRACTICES FOR VETERINARIANS & PET CARE FACILITIES

- ❑ Allow dogs to be walked outside for exercise and elimination. Remove organic waste immediately and sanitize area in accordance with normal process. Any waste (urine, feces, blood, saliva, nasal discharge or vomit) should be handled as medical waste.
 - ❑ Limit close contact of exposed pets with humans during the segregation period.
 - ❑ Avoid direct contact with other animals during the segregation period.
 - ❑ During the segregation, spot cleaning is preferred to minimize handling.
 - ❑ Sanitation of the area is as recommended for routine cleaning and disinfection of kennel areas.
 - ❑ Animals demonstrating clinical signs and exposure to SARS-CoV-2 should be evaluated and discussed with the NM State Veterinarian. Any testing for SARS-CoV-2 in animals must be approved by the NM State Veterinarian.
- ❑ For Equine and Canine Training Facilities:
- ❑ Adhere to maximum occupancy limits per the State's Public Health Order.
 - ❑ In-person consultations or training sessions shall be conducted either outdoors or in the training facility while practicing social distancing. In-home training or consultations are prohibited.
 - ❑ Participants under 18 years of age are allowed one guardian who must remain in a designated area.
 - ❑ Client appointments must not overlap.
 - ❑ Instruct clients to arrive no more than 15 minutes prior to appointed time and depart immediately after.
 - ❑ Training tools are to be disinfected between classes. Class participants are encouraged to maintain and use their own tools.
 - ❑ No hosting of camps or child day care.



COVID-SAFE PRACTICES FOR VETERINARIANS & PET CARE FACILITIES

Best Practices

- ❑ Install plexiglass sneeze guards at cash registers wherever possible.
- ❑ Arrange for contactless payment and receipt options to the greatest extent possible.
- ❑ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ❑ Offer face coverings and gloves to customers.

Additional Resources

- ❑ [American Veterinary Medical Association](#)
- ❑ [New Mexico Board of Veterinary Medicine](#)
- ❑ [CDC: Recommendations for Pet Stores, Pet Distributors, and Pet Breeding Facilities](#)



COVID-SAFE PRACTICES: CONSTRUCTION & FIELD OPERATIONS

The following COVID-Safe Practices apply to construction, energy and field operations. This includes, but is not limited to, vertical construction and maintenance, horizontal construction and maintenance, energy field operations and administration.

Required

- Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- Provide all employees with appropriate personal protective equipment (PPE) based on their position functions and likelihood of interaction with co-workers, customers and the public.
- Utilize signage on the primary site to inform employees and contractors of COVID-Safe Practices, including use of appropriate PPE, social distancing, hand hygiene and respiratory etiquette (e.g. covering coughs).
- Prohibit non-essential visitors, vendors or contractors from entering the site.
- Mandate that only necessary personnel should enter work/supply trailers or jobsite office areas.
- Arrange for contactless deliveries of materials and supplies.

Best Practices

- Screen employees and visitors with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- Stagger work schedules to support social distancing, and stagger employee arrival and departure times, including lunch and break times, to avoid congregations of workers in parking areas, locker rooms, and near time clocks.
- Divide crews/staff into two (2) or more groups whenever possible so that projects can continue in the event of a quarantine. Keep employees in the same work group each day/week/month whenever practicable to avoid a contagious employee infecting people outside the original group.
- Encourage employees to minimize ridesharing. If not possible, ensure use of face coverings while in vehicle and adequate ventilation.
- Tools, equipment and vehicles should not be shared whenever possible. Always sanitize items after use, especially before and after any shift change.



COVID-SAFE PRACTICES FOR CONSTRUCTION & FIELD OPERATIONS

- When performing construction and maintenance activities within occupied buildings, these work locations present unique hazards with regards to COVID-19 exposures. All such workers must evaluate the specific hazards when determining best practices related to COVID-19. Employees should ask other occupants to keep a personal distance of at least 6 feet. Employees should wash or sanitize hands immediately before starting and after completing the work.

Additional Resources

- [American Public Power Association \(APPA\)](#)
- [American Gas Association \(AGA\)](#)
- [American Petroleum Institute \(API\)](#)
- [Associated General Contractors of America](#)
- [Edison Electric Institute \(EEI\)](#)
- [Electric Power Research Institute \(EPRI\)](#)
- [Electricity Subsector Coordinating Council \(ESCC\)](#)
- [International Association of Drilling Contractors \(IADC\)](#)
- [Interstate Natural Gas Association of America \(INGAA\)](#)
- [National Rural Electric Cooperatives \(NRECA\)](#)
- [OSHA: Guidance for the Construction Workforce](#)
- [Petroleum Marketers Association of America \(PMAA\)](#)



COVID-SAFE PRACTICES: AUTOMOBILE DEALERS & SERVICES

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Accept sales customers on an appointment-only basis. Service may be performed with or without an appointment if social distancing protocols allow.
- ☐ Accept sales and service customers from one household at a time and as few household members as possible with one employee.
- ☐ Instruct customers to wait outside and call upon arrival. A single employee will come outside to greet them when available.
- ☐ Instruct customers to cancel their sales or service appointment if they experience COVID-19 symptoms or if they have had contact with a person who has tested positive for COVID-19.
- ☐ Disinfect meeting areas between customers.
- ☐ Do not offer refreshments other than factory-sealed food and beverages.
- ☐ Retain a daily log for at least four weeks including the date, name, phone number and email address of all customers and employees.
- ☐ For sales appointments:
 - ☐ Arrange for vehicles to be viewed outdoors.
 - ☐ Employees will wear face coverings and gloves for vehicle test drives and ride in a seat as far away from customers as possible. Customers must be offered face coverings and hand washing or hand sanitizer prior to and after test drives.
 - ☐ Disinfect vehicle interior and exterior touch points prior to and after each sales appointment use.



COVID-SAFE PRACTICES FOR AUTOMOBILE DEALERS & SERVICES

- For service visits:
 - If vehicle is keyless ignition, place customer's key in a plastic bag upon customer arrival and through duration of vehicle service; if vehicle ignition requires key, sanitize key before and after performing service. Disinfect entire vehicle interior and any exterior touch points prior to and after performing vehicle service.
 - Employees must wear face coverings and gloves when inside any customer vehicle and use steering wheel and seat covers.
 - Limit courtesy shuttles to one appointment's customers per trip and disinfect courtesy vehicle touch points after each use. Courtesy shuttle drivers must wear face coverings while in courtesy shuttle. Customers must be offered face coverings upon entry of a courtesy shuttle.



COVID-SAFE PRACTICES:

SALONS, SPAS, TATTOO PARLORS & RELATED SERVICES

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Workstations and equipment must be cleaned and sanitized after each client use.
- ☐ Accept clients on an appointment-only basis.
- ☐ Prohibit clients from remaining in waiting areas before or after appointments. Clients must remain outside the establishment and adhere to social distancing. *Caregivers of clients may remain inside the establishment during the appointment.*
- ☐ Remove all unnecessary items from reception and waiting areas, such as magazines, newspapers, service menus, etc.
- ☐ Discontinue use of paper appointment books or cards.
- ☐ Discontinue use of communal pools, hot tubs and saunas.
- ☐ Private hot tubs and saunas are required to be cleaned and disinfected after each client use.
- ☐ For laundry, adhere to the [CDC guidelines](#), outlined as follows:
 - ☐ Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
 - ☐ Wear disposable gloves when handling dirty laundry from a person who is sick.
 - ☐ Do not shake dirty laundry.
 - ☐ Clean and disinfect clothes hampers according to guidance above for surfaces.
 - ☐ Remove gloves, and wash hands right away.
- ☐ To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.



COVID-SAFE PRACTICES FOR SALONS, SPAS, TATTOO PARLORS & RELATED SERVICES

Best Practices

- ❑ Arrange for contactless payment and receipt options to the greatest extent possible
- ❑ Arrange for telephonic, text, email or online scheduling to the greatest extent possible
- ❑ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ❑ Consider using face shields in addition to appropriate face coverings by those employees providing shampoo services other services requiring face-to-face interaction.
- ❑ Stagger work schedules to lower workplace density.

Additional Resources

- ❑ [American Association of Cosmetology Schools](#)
- ❑ [International Association of Nail Salon Owners](#)
- ❑ [Covid-19 Resources for Nail Salon Owners and Staff in Vietnamese and English](#)



COVID-SAFE PRACTICES: GYMS

The following COVID-Safe Practices apply to the operation of gyms, fitness centers, yoga studios, martial arts studios and similar services and establishments. The publication of these requirements and best practices does not constitute permission to operate. All establishments must consult the Department of Health's Public Health Order to determine whether they may legally operate.

Required

- ❑ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ❑ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ❑ Adhere to maximum occupancy limits per the State's Public Health Order.
- ❑ Comply with State Public Health Order limitations on group fitness classes.
- ❑ Facility staff must be present at all times when an establishment is in operation.
- ❑ Prohibit clients from remaining in waiting areas before or after training appointments. Clients must remain outside the establishment and adhere to social distancing.
- ❑ Prohibit person-to-person contact training, such as sparring, grappling, or wrestling of any form.
- ❑ Require clients to bring their own individual-use fitness equipment, such as workout mats, belts and straps, gloves, or similar items.
- ❑ Require clients to clean communal equipment after each use.
- ❑ Maintain a stringent hourly schedule of cleaning and disinfecting all locker rooms and dressing rooms. Discontinue use of locker room showers.
- ❑ Pool operations must adhere to maximum occupancy limits per the Public Health Order.
- ❑ Discontinue use of communal hot tubs and saunas.
- ❑ Private hot tubs and saunas are required to be cleaned and disinfected after each client use.



COVID-SAFE PRACTICES FOR GYMS

- For laundry, adhere to the [CDC guidelines](#), outlined as follows:
 - Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
 - Wear disposable gloves when handling dirty laundry from a person who is sick.
 - Do not shake dirty laundry.
 - Clean and disinfect clothes hampers according to guidance above for surfaces.
 - Remove gloves, and wash hands right away.
- To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.

Best Practices

- Arrange for contactless payment and receipt options to the greatest extent possible.
- Arrange for telephonic, text, email or online scheduling to the greatest extent possible.
- Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- [The Association of Fitness Studios \(AFS\) Coronavirus Resource Center](#)



COVID-SAFE PRACTICES: DRIVE-IN EVENTS

Event organizers will need to find creative contactless solutions to make meaningful connections in a COVID-positive world. The following COVID-Safe Practices for Drive-In Events provide requirements and best practices for one such solution.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Arrange parking facilities to provide for at least six feet of distance between vehicles.
- ☐ Require patrons to remain in or immediately adjacent to their vehicles except when using facilities, such as restrooms or concessions.
- ☐ All food and beverage services must adhere to the COVID-Safe Practices for Restaurants (p. 13) and additional screening and seating requirements for food and drink establishments per the Public Health Order. Require patrons to consume concessions only while in or immediately adjacent to their vehicles.
- ☐ Close off access to areas where patrons are likely to congregate.
- ☐ Access and Ticketing
 - ☐ Access to event space shall be strictly monitored to maintain capacity.
 - ☐ Arrange for contactless scanning of tickets.

Best Practices

- ☐ Employ a greeter to communicate safety restrictions and protocols.
- ☐ Install large plexiglass sneeze guards where regular interaction is common.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.



COVID-SAFE PRACTICES FOR DRIVE-IN EVENTS

- For attendees that demonstrate symptoms of COVID-19 and require further testing, designate a private area to conduct testing by a medical professional on the individual.
- If crowd surges and lines are likely to occur at concessions, assign arrival times for attendees.

Additional Resources

- CDC: [Gatherings and Community Events](#)
- CDC: [Event Planning and COVID-19: Questions and Answers](#)
- CDC: [Get Your Mass Gatherings or Large Community Events Ready](#)
- [ASM Global VenueShield](#)



COVID-SAFE PRACTICES: MUSEUMS AND CULTURAL INSTITUTIONS

The following COVID-Safe Practices apply to the operation of certain museums and cultural institutions with static exhibits. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ❑ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ❑ Adhere to COVID-Safe Practices for Retail Establishments (p. 12).
- ❑ For all food and beverage service, adhere to COVID-Safe Practices for Restaurants (p. 13) and limitations on restaurant capacity and seating per the State's Public Health Order.
- ❑ Adhere to maximum occupancy limits per the State's Public Health Order.
- ❑ For theaters, auditoriums, and related spaces, adhere to restrictions per the State's Public Health Order.
- ❑ Discontinue interactive exhibits and attractions.
- ❑ Discontinue use of rental equipment, such as headsets, portable speakers, and strollers, unless required for ADA accessibility.
- ❑ Discontinue coat check areas, lockers, backpack and purse storage, and related storage services for public use.
- ❑ Limit access to areas where patrons are likely to congregate.
- ❑ For meetings, events, and conventions, adhere to COVID-Safe Practices for Entertainment Venues.



COVID-SAFE PRACTICES FOR MUSEUMS AND CULTURAL INSTITUTIONS

Best Practices

- ❑ Consider accepting customers on a reservation-only basis.
- ❑ Employ a greeter to communicate safety restrictions and protocols.
- ❑ To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- ❑ Arrange for contactless payment and receipt options to the greatest extent possible.
- ❑ Provide digital visitor guides, maps, etc.

Additional Resources

- ❑ American Alliance of Museums: [Consideration for Museum Reopenings](#)



COVID-SAFE PRACTICES: YOUTH LIVESTOCK SHOWS

Livestock projects are offered through 4-H and Future Farmers of America to teach youth responsibility and animal husbandry. The following requirements and best practices will ensure that families remain safe while continuing this valuable tradition in which youth gain communication and sportsmanship skills while making lifelong friendships.

Certain activities often associated with livestock shows may be prohibited. Event organizers should consult the state Public Health Order for specific prohibitions.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Conduct events virtually to the greatest extent possible.
- ☐ All food and beverage services must adhere to the COVID-Safe Practices for Restaurants (p. 13). Buffet-style food and beverage service is not permitted.
- ☐ Discontinue all merchant and retail vendors.
- ☐ Entering and Exiting of Livestock:
 - ☐ Permit only one trailer for loading/unloading in an area at a time
 - ☐ Allow for extra pen spacing between livestock
 - ☐ Limit tack to minimum
 - ☐ Exiting must be coordinated to support social distancing
- ☐ Conducting Shows
 - ☐ Limit attendance to individuals that are participating and their immediate families
 - ☐ Livestock should be on grounds no longer than necessary
 - ☐ Limit class size to support social distancing
 - ☐ No hand shaking or personal contact with other exhibitors, judge or ring help



COVID-SAFE PRACTICES FOR YOUTH LIVESTOCK SHOWS

Access and Ticketing

- Access to event space or venue shall be strictly monitored to maintain capacity.
- For events that do not have controlled entry/exit, barriers must be erected to create controlled entry/exit for crowd control.
- All events must administer a ticketing, RSVP or invitation process to monitor crowd control.

Best Practices

- Establish remote options for livestock sales.
- Employ a greeter to communicate safety restrictions and protocols.
- Install large plexiglass sneeze guards at cash registers wherever possible.
- Arrange for contactless payment and receipt options to the greatest extent possible.
- Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- For attendees that demonstrate symptoms of COVID-19 and require further testing, designate a private area to conduct testing by a medical professional on the individual.
- If crowd surges and lines are likely to occur, assign arrival times or sessions for attendees. Event hosts must also institute staggered exit procedures to avoid crowds upon conclusion of the event.

Additional Resources

- Purdue University: [Recommendations for Livestock Sales During COVID-19 Pandemic](#)
- CDC: [Considerations for Animal Activities at Fairs, Shows, and Other Events](#)
- CDC: [Gatherings and Community Events](#)
- CDC: [Event Planning and COVID-19: Questions and Answers](#)
- CDC: [Get Your Mass Gatherings and Large Community Events Ready](#)



COVID-SAFE PRACTICES: AGRITOURISM ESTABLISHMENTS

The following COVID-Safe Practices apply to the operation of agritourism establishments, including seasonal operations such as pumpkin patches. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to COVID-Safe Practices for Retail Establishments (p. 12).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ All food and beverage services must adhere to COVID-Safe Practices for Restaurants (p. 13) and maximum occupancy limits and seating restrictions per the Public Health Order.
- ☐ All places of lodging must adhere to COVID-Safe Practices for Hotels, Resorts & Lodging (p. 22).
- ☐ Discontinue gaming areas and other such activities where customers may congregate for extended periods of time and/or where surfaces are repeatedly touched and cannot be cleaned and disinfected between each use.
- ☐ Require patrons to wear face coverings as a condition of entry and patronage.

Access and Ticketing

- ☐ Access shall be on a reservation-only basis and must be strictly monitored to maintain capacity and social distancing standards.
- ☐ Group reservations may not exceed the mass gathering limit per the Public Health Order.
- ☐ Arrange for contactless scanning of tickets.

Tours and Attractions

- ☐ Discontinue haunted houses and similar attractions.
- ☐ Discontinue hayrides and other group transportation.
- ☐ Petting zoos are not permitted. However, view-only animal exhibits may be hosted.



COVID-SAFE PRACTICES FOR AGRITOURISM ESTABLISHMENTS

- Access to attractions such as corn mazes shall be on a reservation-only basis and must be strictly monitored to maintain capacity and social distancing standards.
- Unless otherwise prohibited hereunder, all tours and attractions must adhere to COVID-Safe Practices for Tour Operators (p. 27).
- Tour groups may not exceed mass gathering restrictions and must adhere to mask wearing requirements at all times per the Public Health Order.

Best Practices

- To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- Employ a greeter to communicate safety restrictions and protocols.
- Install large plexiglass sneeze guards where regular interaction is common.
- Arrange for contactless payment and receipt options to the greatest extent possible.
- Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- CDC: [Gatherings and Community Events](#)



COVID-SAFE PRACTICES: SKI AREAS

The following COVID-Safe Practices apply to the operation of ski resorts and areas. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ❑ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ❑ Adhere to COVID-Safe Practices for Retail Establishments (p. 12). Strictly enforce all applicable maximum occupancy limits per the Public Health Order. All publicly accessible indoor spaces, such as lodges, lobbies, and warming areas, are considered “retail space” under the Public Health Order.
- ❑ Operations shall not exceed daily maximum uphill capacity based on operational lifts per the Public Health Order. Post signage daily indicating maximum allowable capacity. Patrons must be turned away if capacity has been reached.
- ❑ All food and beverage services must adhere to COVID-Safe Practices for Restaurants (p. 13) and maximum occupancy limits and seating restrictions per the Public Health Order.
- ❑ All places of lodging must adhere to COVID-Safe Practices for Hotels, Resorts & Lodging and maximum occupancy limits per the Public Health Order (p. 36).
- ❑ Group transportation, such as shuttles, must adhere to seating and social distancing requirements in the COVID-Safe Practices for Tour Operators (p. 41). Maximize the use of open-air transportation to the greatest extent possible.
- ❑ Child Care operations must adhere to COVID-Safe Practices for [Child Care Centers and Early Childhood Professionals](#).
- ❑ Require patrons to wear face coverings as a condition of entry and patronage.
- ❑ For meetings, events, and conventions, adhere to COVID-Safe Practices for Entertainment Venues.
- ❑ Discontinue self-serve indoor locker rooms and other indoor areas where patrons may congregate. Where lockers are publicly accessible, monitor access to enforce maximum occupancy restrictions and social distancing.



COVID-SAFE PRACTICES FOR SKI AREAS

- ❑ Chairlifts and Other Aerial Transportation
 - ❑ Ensure patrons do not ride with others not in their travel party. Traveling party may ride together and non-traveling party members must ride alone.
 - ❑ Maximize the use of open-air chairlifts to the greatest extent possible. Enclosed lifts, such as gondolas, must operate with all windows opened to maximize circulation.
 - ❑ Utilize signage and employ additional staff to monitor queues for the purpose of maintaining social distancing.
- ❑ Group lessons, such as ski school, may not exceed the mass gathering limit per the Public Health Order, including instructors. Groups must not intermingle. Operators must record names, date and time of training, and contact information for each participant.
- ❑ Access and Ticketing
 - ❑ Access must be strictly monitored to maintain capacity and social distancing standards.
 - ❑ Group reservations may not exceed the mass gathering limit per the Public Health Order.
 - ❑ Arrange for contactless scanning or checking of tickets.
- ❑ Create a COVID-Safe Practice operating plan and make it publicly available online. Plans must address at minimum the following:
 - ❑ Calculating and enforcing daily maximum uphill lift capacity
 - ❑ Arranging for and enforcing social distancing and mask wearing
 - ❑ Managing and enforcing indoor occupancy restrictions
 - ❑ Preparing for social distancing during weather emergencies when patrons are more likely to seek shelter indoors



COVID-SAFE PRACTICES FOR SKI AREAS

Best Practices

- ❑ To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- ❑ Accept patrons on a reservation-only basis.
- ❑ Employ a greeter to communicate safety restrictions and protocols.
- ❑ Install large plexiglass sneeze guards where regular interaction is common.
- ❑ Arrange for contactless payment and receipt options to the greatest extent possible.
- ❑ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- ❑ National Ski Area Association: [Ski Well, Be Well: Ski Area Operating Best Practices](#)



COVID-SAFE PRACTICES: RECREATIONAL FACILITIES

The following COVID-Safe Practices apply to the operation of certain recreational facilities, including, but not limited to, amusement parks, trampoline parks, bowling alleys, go-kart courses, aquariums, ice skating rinks, and miniature golf. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions and allowances.

Required

- ❑ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ❑ Adhere to COVID-Safe Practices for Retail Establishments (p. 12).
- ❑ Adhere to maximum occupancy limits per the State's Public Health Order. Occupancy limits apply independently to each section of the facility as well as individual attractions.
- ❑ All food and beverage services must adhere to the COVID-Safe Practices for Restaurants (p. 13) and additional screening and seating requirements for food and drink establishments per the Public Health Order.
- ❑ Special events or performances shall adhere to COVID-Safe Practices for Event Venues.
- ❑ Youth sports and programs shall adhere to COVID-Safe Practices for Youth Sports and Programs (p. 19).
- ❑ Require patrons to wear face coverings as a condition of entry and patronage.
- ❑ Clean and disinfect high-touch surfaces and shared objects between each use.
- ❑ All tours must adhere to COVID-Safe Practices for Tour Operators (p. 36).
- ❑ Group transportation, such as shuttles, must adhere to seating and social distancing requirements per the COVID-Safe Practices for Tour Operators. Maximize the use of open-air transportation to the greatest extent possible.
- ❑ Access and Ticketing
 - ❑ Access to the facility and each individual attraction must be strictly monitored to maintain capacity. Utilize signage and employ additional staff to monitor queues for the purpose of maintaining social distancing.
 - ❑ Group reservations may not exceed the mass gathering limit per the Public Health Order.
 - ❑ Discontinue issuing ticket stubs, admission pins or badges, and other hard-copy proof admission.



COVID-SAFE PRACTICES FOR RECREATIONAL FACILITIES

- ❑ Inform all patrons of COVID safety requirements and protocols prior to entry and through the ticketing and registration process.
- ❑ If necessary, implement timed ticketing to prevent crowd formation at the entrance and other chokepoints.
- ❑ Create, implement and enforce a site-specific plan to control crowd formation and ingress and egress throughout the facility. Plans must address complications during emergency situations such as severe weather.

Best Practices

- ❑ To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- ❑ Accept patrons on a reservation-only basis.
- ❑ Employ a greeter to communicate safety restrictions and protocols.
- ❑ Install large plexiglass sneeze guards where regular interaction is common.
- ❑ Arrange for contactless payment and receipt options to the greatest extent possible
- ❑ Screen customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- ❑ CDC: [COVID-19 Considerations for Traveling Amusement Parks and Carnivals](#)
- ❑ CDC: [Gatherings and Community Events](#)
- ❑ CDC: [Event Planning and COVID-19: Questions and Answers](#)
- ❑ CDC: [Get Your Mass Gatherings or Large Community Events Ready](#)



COVID-SAFE PRACTICES: ENTERTAINMENT VENUES

The following COVID-Safe Practices apply to the operation of entertainment venues, including, but not limited to, racetracks, concert venues, movie theaters, performance venues, professional sports venues, and convention centers. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions and allowances.

Required

- Adhere to COVID-Safe Practices for All Employers (p. 9).
- Adhere to COVID-Safe Practices for Retail Establishments (p. 12).
- Adhere to maximum occupancy limits per the State's Public Health Order. Occupancy limits apply independently to each section of the facility as well as individual attractions.
- All food and beverage services must adhere to the COVID-Safe Practices for Restaurants (p. 13) and additional screening and seating requirements for food and drink establishments per the Public Health Order. Require patrons to consume concessions only while in assigned seating or standing area.
- Require patrons to wear face coverings as a condition of entry and patronage.
- Clean and disinfect high-touch surfaces and shared objects between each use.
- Group transportation, such as shuttles, must adhere to seating and social distancing requirements per the COVID-Safe Practices for Tour Operators. Maximize the use of open-air transportation to the greatest extent possible.
- All artists, performers, tech crews, etc., are subject to the state's Public Health Orders and applicable COVID-Safe Practices.
- Access, Ticketing and Seating
 - All events, including free events, must enact a ticketing or RSVP system to ensure compliance with maximum occupancy limits.
 - Access to the facility and each individual attraction must be strictly monitored to maintain capacity. Utilize signage and employ additional staff to monitor queues for the purpose of maintaining social distancing.
 - For performances, presentations, and other spectator events, patrons must be assigned seating or a clearly demarcated standing area designated for their group. Groups shall not exceed six patrons. Groups shall be placed at least six feet apart and may not interact with other groups. Patrons shall remain at least twenty-five feet away from stage performers at all times.



COVID-SAFE PRACTICES FOR ENTERTAINMENT VENUES

- ❑ Discontinue issuing ticket stubs, admission pins or badges, and other hard-copy proof admission.
- ❑ Large venues shall implement timed entry and exit to prevent crowd formation at chokepoints upon the start and conclusion of an event.
- ❑ Create, implement and enforce a site-specific plan to control crowd formation and ingress and egress throughout the facility. Plans must address complications during emergency situations such as severe weather.

Best Practices

- ❑ To support contact tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- ❑ Require touring artists and crews to show a recent negative COVID-19 test prior to performances.
- ❑ Employ a greeter to communicate safety restrictions and protocols.
- ❑ Install large plexiglass sneeze guards where regular interaction is common.
- ❑ Arrange for contactless payment and receipt options to the greatest extent possible
- ❑ Screen customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- ❑ CDC: [Gatherings and Community Events](#)
- ❑ CDC: [Event Planning and COVID-19: Questions and Answers](#)
- ❑ [National Association of Theater Owners \(NATO\) COVID-19 Resources](#)



COVID-SAFE PRACTICES: CASINOS

The following COVID-Safe Practices apply to the operation of state-licensed racetrack casinos. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions and allowances.

Required

- Adhere to COVID-Safe Practices for All Employers (p. 9).
- Adhere to COVID-Safe Practices for Retail Establishments (p. 12).
- Adhere to maximum occupancy limits per the State's Public Health Order. Occupancy limits apply independently to each section of the facility as well as individual attractions.
- All food and beverage services must adhere to the COVID-Safe Practices for Restaurants (p. 13) and additional screening and seating requirements for food and drink establishments per the Public Health Order.
- Special events and performances shall adhere to COVID-Safe Practices for Event Venues.
- Require patrons to wear face coverings as a condition of entry and patronage.
- Arrange slot machines to provide six feet of distance between individuals by, for example, disabling every other slot machine. Restrict access to machines that are not in use. Where arranging for six feet of distance is not practicable, install large separation barriers around or between slot machines.
- Install large plexiglass sneeze guards where regular interaction is common.
- Prohibit smoking on the premises except in designated outdoor smoking areas in order to support the use of face coverings.
- Screen employees and customers with a no-contact thermometer or thermal camera; individuals with a temperature reading above 100.4°F should be denied entry.
- Group transportation, such as shuttles, must adhere to seating and social distancing requirements per the COVID-Safe Practices for Tour Operators. Maximize the use of open-air transportation to the greatest extent possible.
- Provide the opportunity for all patrons to record their name and phone number or email address and the date and time of their visit, for contact tracing purposes. Retain such records for at least four weeks.

Additional Resources

- [New Mexico Gaming Control Board](#)
- CDC: [Considerations for Gaming and Casino Operations](#)

