

## The VGA COVID-19 Guidelines for Safe Operations in Vermont

The May 5th Play Smart and Play Safe Addendum authorized golf operations in the State of Vermont to operate in accordance with phase 1 of this document. Vermont golf operations should only be offering services to Vermont residents, and those who have met the minimum 14-day quarantine requirement. Visitors from other states, and countries, are still being asked not to come to Vermont. If they do they are required to self-quarantine for at least 14 days after arriving in Vermont before engaging in any activities. for people living in Vermont and those who have quarantined in the State of Vermont.

The Vermont Golf Association has proposed additional phases. Golf operations should not implement or rely on future phased approaches.

	<b>Phase 1 - May 7th</b>	<b>Phase 2 - PROPOSED</b>	<b>Phase 3 - PROPOSED</b>
Phased implementation Timeline & Types of Work	<p>Foursome play</p> <p>Players currently residing in Vermont only</p> <p>Walking encouraged</p> <p>Single riders in properly sanitized golf carts</p> <p>Practice areas permitted when staffed to enforce social distance guidelines. Utilized for warm-up only. Hitting areas spaced to exceed social distancing requirements. (one golfer per 144 square feet) When applicable, use of personal golf balls is strongly recommended.</p> <p>Driving range sanitizes golf balls between use.</p> <p>Remote check-in and tee time reservations required in advance. Remote payment methods only.</p> <p>No touch points on course (ball washer, rakes, etc)</p> <p>15-minute tee times</p> <p>Clubhouse, Locker rooms &amp; Retail facilities closed. Online, pre-paid items for curbside pickup only with State guidelines</p>	<p>Foursome play</p> <p>Walking encouraged</p> <p>Single riders in properly sanitized golf carts</p> <p>Practice areas permitted under strict guidelines (one golfer per 144 square feet)</p> <p>Remote check-in encouraged</p> <p>12-minute tee times</p> <p>Clubhouse &amp; Retail limited – State guidelines</p> <p>Restaurant/bar limited – State guidelines</p> <p>Youth activities under guidelines</p> <p>Organized club activities under State guidelines</p>	<p>Traditional Play (New Normal Operations)</p>

	<p>Limit restroom facilities accessible and sanitize every 60 minutes</p> <p>Restaurant/bar take out only – State guidelines</p> <p>No youth activities</p> <p>No organized club activities</p> <p>No rental equipment</p>		
Employee Training & Education Plan	<p>Employees will be trained on all CDC guidelines to include the following</p> <p>Practice good hygiene – regularly wash hands for at least 20 seconds</p> <p>Avoid touching your face</p> <p>Wear a mask or face covering when interacting with fellow employees and customers</p> <p>Wear gloves always</p> <p>Stagger working hours and breaks</p> <p>Assign equipment and tools to minimize exposure</p> <p>Clean and sanitize tools, equipment, and workstations after use</p> <p>Employee meetings should be staggered or held in open spaces</p> <p>Lunch breaks should be taken alone, outdoors, or in one’s own workstation, vehicle, or car</p> <p>No shared carts or vehicles and no passengers</p>	<p>Employees will be trained on all CDC guidelines to include the following</p> <p>Practice good hygiene – regularly wash hands for at least 20 seconds</p> <p>Avoid touching your face</p> <p>Wear a mask or face covering when interacting with fellow employees and customers</p> <p>Wear gloves always</p> <p>Stagger working hours and breaks</p> <p>Assign equipment and tools to minimize exposure</p> <p>Clean and sanitize tools, equipment, and workstations after use</p>	TBD based on State regulations at the time of implementation
Physical Distancing Plan	<p>Maintain personal space barrier – maintain at least 6 feet from each other</p> <p>Avoid any face to face meetings</p> <p>Avoid congregating</p> <p>Avoid person to person contact</p>	<p>Maintain personal space barrier – maintain at least 6 feet from each other</p> <p>Avoid any face to face meetings</p> <p>Avoid congregating</p> <p>Avoid person to person contact</p>	TBD based on State regulations at the time of implementation

	<p>Wear facial covering in any situation with person to person contact.</p> <p>Wash hands frequently with soap and warm water for at least 20 seconds or use hand sanitizer when handwashing is not possible</p>	<p>Wear facial covering in any situation with person to person contact.</p> <p>Wash hands frequently with soap and warm water for at least 20 seconds or use hand sanitizer when handwashing is not possible</p>	
Postings and Notifications	<p>Employee signage per CDC guidelines  <a href="https://www.cdc.gov/coronavirus/2019-ncov/index.html">https://www.cdc.gov/coronavirus/2019-ncov/index.html</a></p> <p>Safe Play notification upon entering facility</p> <p>Rules and restrictions listed on websites and emailed to the player at the time of on-line tee time sale</p>	<p>Employee signage per CDC guidelines  <a href="https://www.cdc.gov/coronavirus/2019-ncov/index.html">(https://www.cdc.gov/coronavirus/2019-ncov/index.html)</a></p> <p>Safe Play notification upon entering facility</p> <p>Rules and restrictions listed on websites and emailed to the player at the time of on-line tee time sale</p>	<p>Employee signage per CDC guidelines  <a href="https://www.cdc.gov/coronavirus/2019-ncov/index.html">(https://www.cdc.gov/coronavirus/2019-ncov/index.html)</a></p> <p>Safe Play notification upon entering facility</p> <p>Rules and restrictions listed on websites and emailed to the player at the time of on-line tee time sale</p>
Health Monitoring Policy for Employees	CDC Guidelines as outlined below	Current CDC Guidelines	Current CDC Guidelines
Health Monitoring Policy for Vendors/Visitors	N/A	N/A	N/A
Supply chain impacts of reopening	N/A	N/A	N/A

**The Vermont Golf Association in conjunction with the Vermont PGA Professionals proposes the following COVID-19 Guidelines for Safe Golf Operations in Vermont**

VGA proposes a regimen for Vermont that includes restrictions and requirements that significantly exceed those that are typical in other states. The entirety of this plan will be broken down into multiple phases. **This document includes Phase #1 of the proposal only.** Additional phases will be outlined in detail through the Allied Golf Associations.

Guideline for all Phases

- People who feel sick or have someone at home who is sick should stay at home. Positive tests must self-quarantine for a minimum of 14 days
- All people must adhere to State and Federal guidelines upon entering the property

**1. Phased Implementation Timeline and Types of Work**

**Pre-Round**

- ALL tee times reservations and greens fee and cart payments must be made online or over the phone – PRO SHOP AND CLUBHOUSE AREAS SHALL BE CLOSED
- Customers and members not utilizing the practice areas are encouraged to stay in their car until ten (10) minutes before their tee time. Players should go directly to the first tee or practice facility when leaving their car. Golfer must bring their equipment (clubs, push cart) to the facility and it cannot be touched by anyone else. Pack in, pack out.
- Practice putting green, driving range, and chipping areas are permitted when staffed to enforce social distance guidelines. All touch points will be removed to include modifications to the holes to eliminate touches.
- Golf course staff will monitor the teeing area to disallow congregating around the 1st tee
- Strict social distancing shall be in effect. Golf course staff shall verbally explain social distancing and other procedures to players and/or post signage explaining social distancing and other procedures
- Tee time intervals must be at least 15 minutes between groups

**During the Round**

- Groups are restricted to no more than four (4) players at a time • Golf cart usage is limited to one player per cart. Players are encouraged to walk
- All golfers must use their own clubs; no sharing, storing, valet service, or renting of clubs is allowed
- Flagsticks must remain in the hole. It is required that hole liners be raised so that players do not have to pick the ball up out of the hole
- Bunker rakes, ball washers, trash cans, penalty area stakes, sand containers, water coolers, scorecards, pencils, and all other touch points on the course shall be removed
- Food and beverage service and all F&B outlets are subject to State regulations at all times while patrons are on the property.

**Post-Round**

- Players utilizing a cart shall drive it to a designated area and remove all trash and personal belongings from the cart
- All players shall go directly from the 18th green to their cars. Club cleaning and club storage will not be permitted.
- Golf course staff shall monitor parking lot areas to ensure no post-round congregating or tailgating
- Golf course staff shall disinfect golf cart interiors and touch points after the golfer completes their round. Golf carts shall be stored in a designated area separate from patron access.

**2. Employee Training & Education Plan**

Golf courses will keep current with government regulation, including recommendations to avoid misinformation or overreaction, by regularly monitoring websites for the following organizations:

- Vermont Health Department – [www.vermonthealth.gov](http://www.vermonthealth.gov)
- Centers for Disease Control – [www.cdc.gov](http://www.cdc.gov)
- Occupational Safety and Health Administration (and State analogs) – [www.osha.gov](http://www.osha.gov)
- World Health Organization – [www.who.org](http://www.who.org)

Approved signage will be posted in all employee areas

- Practice good hygiene – regularly wash hands for at least 20 seconds
- Avoid touching your face
- Wear a mask or face covering in situations with person to person contact
- Stagger working hours and breaks
- Assign equipment and tools to minimize exposure
- Clean and sanitize tools, equipment, and workstations after use
- Employee meetings should be staggered or held in open spaces
- Lunch breaks should be taken alone, outdoors, or in one's own workstation, vehicle, or car
- No shared carts or vehicles and no passengers

If you feel sick, stay home, and contact your employer to discuss options, and otherwise follow the company's normal policies regarding sick time, PTO, annual leave, or other applicable leave. In particular, if you are experiencing fever, cough, shortness of breath, or other symptoms indicative of COVID-19, you should notify your employer and stay home until you are free from symptoms for at least 24 hours or until otherwise cleared to return to work per company procedures.

If you are not sick but have a sick family member at home who has been diagnosed with COVID-19 or may have been exposed, you should notify your employer, and refrain from reporting to work until speaking with the company for further instructions. In consultation with the public health authorities and /or applicable health authority guidance.

### **3. Physical Distancing Plan**

The golf industry will use safe workplace practices that include social distancing, remote working when possible, proper PPE, and cleaning and disinfecting as the precautions against COVID-19 spread. Employees are expected to:

- Maintain personal space barrier – maintain at least 6 feet from each other
- Avoid any face to face meetings
- Avoid congregating
- Avoid person to person contact
- Wear facial covering in any situation with person to person contact
- Wash hands frequently with soap and warm water for at least 20 seconds or use hand sanitizer when handwashing is not possible

### **4. Postings and Notifications**

All employee information as outlined by the CDC will be posted in appropriate workplace environments. Signage describing the Park and Play model as outlined above will be posted on company websites and all players will be notified of this model by staff prior to play. All parking lots will post a large-scale outline of the park and play requirements that can be seen from a car as they enter the parking lot to the facility. An example of such signage would include:

# PARK, PLAY & GO HOME

A Safe and Sensible Way to Play Golf

- 1** Reserve your tee time ahead of time, then arrive at the golf course 10 minutes ahead of time and ready to play.


- 2** Tee off and enjoy your round of golf employing social distancing at all times.


- 3** Leave the golf course immediately after you're done playing to eliminate congestion at the club.



**5. Health Monitoring Policy for Employees**

The golf industry will advise employees not to come to work when they experience symptoms of COVID-19. Symptoms typically include fever, cough, and shortness of breath. Some people infected with the virus have reported experiencing other non-respiratory symptoms. According to the CDC, symptoms of COVID-19 may appear in as few as 2 days, or as long as 14 days after exposure.

If an employee presents such symptoms at work, the employee may be asked to immediately leave work and return home. Employees experiencing flu-like symptoms must stay at home and only return to work after being fever free without the use of fever reducing medicine for the CDC recommended time period.

Upon learning of an employee’s COVID-19 diagnosis, the employer will inform fellow employees and guests of the possible exposure.to COVID-19 but will maintain confidentiality of the infected employee or guest.

**6. Health Monitoring Policy for Vendors**

The golf industry has limited exposure to outside vendors. All vendors must adhere to State and Federal guidelines.

**7. Supply Chain Impacts**

N/A



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