Checklist for good infection control for events and activities of longer duration

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| **Measure** | **Comment** |
| **The organiser’s executive responsibility** |  |
| Become familiar with the applicable national and municipal guidelines |  |
| Carry out a risk assessment for the activity |  |
| Ensure employees are familiar with current infection control measures |  |
| Inform participants/guardians about current infection control measures in advance, if necessary in other languages |  |
| Ensure there are plans for handling sick people |  |
| Ensure there is a list of participants to assist the municipality in the event of subsequent contact tracing |  |
| Ensure there are sufficient employees to maintain recommended infection control measures. Consider need for guards |  |
| **Hygiene measures** |  |
| Ensure there is sufficient soap and paper towels at handwashing facilities and toilets |  |
| Ensure there are sufficient handwashing/disinfection facilities available |  |
| Mount posters with information about recommended hand hygiene routines and cough etiquette |  |
| **Cleaning** |  |
| Make a cleaning plan that describes frequency and methods of cleaning |  |
| **Reduced contact between people** |  |
| Ensure the venue allows for sufficient distance between participants. |  |
| Avoid crowding, for example by having different meeting points or times for each group |  |
| Consider floor-markings, to ensure safe distance in areas where there may be crowding |  |
| Inform about limiting use of public transport to and from event if this is possible |  |
| Limit the number of companions to those who are necessary |  |