Checklist for good infection control for events

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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 large events |  |
| 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 if relevant |  |
| Ensure there are sufficient employees to maintain recommended infection control measures. Consider need for guards |  |
| **Hygiene measures** |  |
| Ensure good facilities for hand hygiene |  |
| Make a cleaning plan |  |
| Follow current guidelines for face masks |  |
| Assess ventilation in premises |  |
| **Distance and contact** |  |
| Consider the size of the venue for the number of 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 |  |
| Consider designated groups for arrival and departure |  |
| Consider capacity on public transport to and from event |  |
| Limit the number of companions if relevant |  |