



44 EAST DOWNER PLACE • AURORA, ILLINOIS 60507 • (630) 256-3370 • EVENTS@AURORA-IL.ORG • WWW.AURORA-IL.ORG

COVID-19 MITIGATION PLAN

Per the City of Aurora's SCOPE Plan (Safety and Health, Capacity Limits, Official Observers, Primary Goal(s) and Evolution and Expedition) for City-permitted events during Phase Four, event organizers are REQUIRED to upload a completed COVID-19 Mitigation Plan (CMP) which should address how your event will comply with the current State and City health orders. Public health orders are subject to change at any time, so you MUST monitor the requirements and update your CMP when necessary. Event staff are responsible for monitoring compliance and taking corrective actions when necessary. Please remember that in the state of Illinois, face coverings are REQUIRED.

Your COVID-19 Mitigation Plan should address the following:

1. Strategy to Comply with Capacity

- How will you monitor your event capacity?

2. Traffic Flow at Entrances, Exits and within the Event

- How will you monitor and manage all entrances, exits and general flow at your event?

3. Enhanced Cleaning and Sanitation Procedures

- What measures will be used to ensure all surfaces at your event are cleaned and/or sanitized?

4. Staff/Volunteer Training Plan

- Will your staff and/or volunteers be trained for COVID?

5. Vendor Management

- What measures will you take to ensure your vendors are properly prepared to participate?

6. Social Distancing

- How will you comply with the regulations of the Illinois Department of Public Health that require that persons over the age of two to maintain a 6-foot social distance or wear masks when medically able to do so or when not eating or drinking?

7. Procedure(s) for Symptom Monitoring

- What measures will be used to monitor COVID-19 symptoms at your event?

8. Method of Collecting Contact Information

- How will you collect information for ALL involved (event staff, volunteers and attendees)?

9. Pre-Event Communication regarding Mitigation Practices and Expectations for Attendees

- How will you effectively communicate with your staff and/or volunteers and attendees on what is expected of them at your event?

10. Additional Steps being Taken to Prevent Transmission of the Virus

- What (if any) preventative measures will be taken at your event to prevent the spread of COVID-19?

To view the City of Aurora's SCOPE Plan, please see the link below:

<https://www.aurora-il.org/DocumentCenter/View/7483/City-of-Aurora-SCOPE-Plan>

To view the City of Aurora's COVID-19 Information and Resources page, please see the link below:

<https://www.aurora-il.org/2150/Public-Health-Updates>

Questions regarding this plan should be directed to the City of Aurora Special Events Division: Events@aurora-il.org | (630) 256-3370