

Covid-19 event checklist

The purpose of this checklist is to ensure that the section takes responsibility for reducing the spread of Covid-19 at its events.

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No one should go to or organize events if they have had symptoms in the last two days.
(Symptoms include: runny nose, fever, cough, sore throat, stuffy nose, diarrhea, headache, nausea, joint and muscle aches and difficulty breathing)

Have you had symptoms?

Have you informed your guests that they cannot attend if they have symptoms?

Is there a routine to ask all guests at check-in if they have had symptoms?

Do you have a plan on how to reject guests and organizers who have had symptoms?

Tips on what to say / do:

- *We are not allowed to take in people who are ill / show symptoms according to KTH*
- *We risk our alcohol status if we let in people who may be ill*

For questions from you or the person who is rejected, call president Ellen on +46 72 - 210 43 54 or vice president Lou on +46 73- 500 44 74

In case of disagreement, call the security guard to dismiss the person

Hand hygiene is important to prevent the spread of infection. You will offer hand alcohol during the event, but the board handles the cost.

Are there instructions on the toilet for how to carry out hand washing?

Are guests and organizers instructed to wash their hands/use hand sanitizer when they come to the event?

Is hand sanitizer available in the room if the toilet is busy?

When serving food: Have the waiters washed their hands before and during serving? (Hands are washed even if gloves are used, for example.)

To prevent it from spreading, it is also important to keep your distance.

Can guests at all parts of the event keep a distance of 1m with regard to the size of the venue and the event's activities?

Are there markings for 1m distance in areas where there is a risk of queues?