

## **COVID-19 Mitigation Plan for Special Events and Commercial Use on DNR-Managed Lands**

A COVID-19 mitigation plan, in the form of this template, must be completed for any commercial use, or special event proposed for DNR-Managed lands. It is our goal to ensure that all operations on DNR-Managed lands are consistent with best practices to prevent the spread of COVID-19.

In addition to the applications and other standard requirements [special events \(form 2200-127\)](#) and [commercial use \(form 2200-128\)](#), an approved COVID-19 mitigation plan must be approved before you are approved to operate on WSPS lands.

This plan is required in accordance with authority under ss. NR 45.03 and 45.04(4), Wis. Adm. Code.

### **Section 1**

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| <b>Property Name:</b>         |  |
| <b>Type of Event/Use:</b>     |  |
| <b>Contact Name:</b>          |  |
| <b>Contact Phone Number:</b>  |  |
| <b>Contact Email Address:</b> |  |

### **Section 2**

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| <b>Question 1) Hours:</b> What are the date(s) and hours of the event? |  |      |  |
| Start:   |  | End: |  |

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| <b>Question 2) Capacity:</b> How many people will be at the event? (Including any staff or volunteers. If unknown, include maximum number allowed.) |  |
| Total:  |  |

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| <b>Question 3) Event Staffing (if applicable):</b> If staff or volunteers are needed for your event, how will you screen staff for signs or symptoms of COVID-19? How you will address situations where staff or volunteers have signs or symptoms of COVID-19? What will instructions to staff be if they develop signs or symptoms during the event or use of the property? |
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| <b>Question 4) Hygiene:</b> Will the event have access to restroom/handwashing facilities, or will an alternative (i.e. sanitizer with a minimum 60% alcohol content) be provided throughout the course of your use of the property? (Do not rely on the DNR to provide soap or hand sanitizer.) |
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**Question 5) Cleaning & Disinfecting:** How will you ensure materials, equipment, or other items used by staff/volunteers/participants/attendees, will be cleaned and disinfected? What cleaning and disinfecting materials do you plan to have on hand at the event?

**Question 6) Social Distancing:** What methods do you plan to implement to ensure safe distance (6 feet) between staff/volunteers/participants/attendees?

**Question 7) Money Handling (if applicable):** How will money exchanges be handled? What technology may be used, or practices implemented, to reduce or eliminate cash exchanges?

**Question 8) Participant Communication:** What methods will you utilize to inform participants/attendees of your policies or practices related to ensuring safe and effective operations of your event? How will you screen participants for COVID-19 signs and symptoms? What will your policy be if someone has or develops signs or symptoms of COVID-19?

This additional information must be attached and submitted with the Special Event Application and Permit (Form 2200-127) or the Commercial Use Application and Permit (Form 2200-128).

**Section 3**

**Terms and Conditions**

All terms and conditions found within or attached to Forms 2200-127 and 2200-128 apply to the COVID-19 Mitigation Plan for all special events and commercial use. This COVID-19 Mitigation Plan shall become part of the terms and conditions of the corresponding permit.

