



Infection Control and Risk Mitigation Measures

updated 12/30/2022

Harlequin Productions has developed the following general Infection Control and Risk Mitigation measures for the workplace. The policies and procedures described herein are not intended to eliminate the risks of infectious diseases, but rather to reduce their likelihood of causing significant harm to workers, patrons and/or any business disruption.

All policies and procedures described herein must (i) comply with all federal, state, county, and city safety and reporting requirements for identified infectious agents, and (ii) be consistent with applicable Centers for Disease Control guidance for identified infectious agents.

Infectious agents shall be identified via ongoing risk assessments which shall specifically address the level and type of community transmission and the level of community immunity. At the last update of this document, the following infectious agents were identified:

- i. COVID-19
- ii. Influenza-A

1. Definitions.

- a. **“Vaccinated”** means fully vaccinated against COVID-19, as defined by the CDC (i.e., more than 14 calendar days following receipt of a final dose of an FDA or World Health Organization authorized or approved vaccine).
- b. **“Unvaccinated”** refers to anyone who is not vaccinated, as defined above in 1(a).
- c. **“Production Group”** refers to Actors, Stage Managers, and individuals who interact for purposes of the production.
- d. **“Staff”** refers to anyone who works for the organization and is not part of the Production Group defined above in 1(c). This includes Harlequin Administrative Staff as well as Costume and Scene shop staff and volunteers, Front of House workers and volunteers, and any production overhire staff.
- e. **“Audience”** refers to patrons of the theatre attending a performance.
- f. **“COVID-19 Community Risk Level”** are the CDC’s current metrics for assessing community risk. There are three risk levels: High (Red), Medium (Yellow), and Low (Green) on the CDC website (<https://covid.cdc.gov/covid-data-tracker>).

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2. Provisions. *If COVID-19 is identified as an infectious agent in the risk assessment, then:*
 - a. When the “COVID-19 Community Risk Level” is improving from “high” to “medium” or “medium” to “low”, the higher-level controls outlined below should be maintained for at least two consecutive weeks before changing to the lower level’s controls.
 - b. When the “COVID-19 Community Risk Level” is worsening from “low” to “medium” or “medium” to “high”, reinstate controls as soon as the “COVID-19 Community Risk Level” changes.

3. Symptom Monitoring.
 - a. Any individual who exhibits symptoms consistent with an infectious agent identified in the risk assessment must notify either the Stage Manager (“Production Group”) or their direct supervisor (“Staff”), and are encouraged to isolate until symptoms subside if at all possible.
 - i. Individuals exhibiting symptoms consistent with an infectious agent identified in the risk assessment are required to wear CDC-compliant face coverings when at work.
 - b. *If COVID-19 is identified as an infectious agent in the risk assessment:*
 - i. Any individuals exhibiting symptoms consistent with COVID-19 must test immediately to determine if they are COVID-19 positive as per the guidelines in 6(a) below.
 1. Any positive test result will result in the procedures listed in item 6 below.
 2. A negative result shall require an individual to follow 3(a)(i) above.
 - ii. Exposure
 1. Any person who has a known exposure to a COVID-19 positive individual must test immediately, following the same procedures as described above for an individual exhibiting symptoms.
 2. The person with the known exposure must wear a CDC-compliant face covering when at work for five (5) days after the exposure, except when actively performing onstage.
 3. The person with the known exposure must test again five (5) days after the exposure.

4. Vaccination.
 - a. Harlequin strongly encourages all members of the Production Group, all Staff, and all Audience members to be vaccinated against any infectious agent identified in the risk assessment that has a vaccination approved by the CDC or WHO.

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5. Testing. *If COVID-19 is identified as an infectious agent in the risk assessment, then:*
 - a. “Production Group”:
 - i. Pre-employment testing: all members will test prior to the start of the production process, whether that start be in-person production meetings, the start of rehearsal, the start of tech, or any other time during which a member will begin employment.
 - ii. Testing will continue at regular intervals as described below, based on the “COVID-19 Community Risk Level”, pursuant to the Provisions listed in 2 above.
 - iii. Members will be provided with at-home rapid/antigen tests for use during production.
 - b. “Staff”:
 - i. Staff members will test prior to the start of employment.
 - ii. Staff members will test at their discretion based on symptoms or exposure.
 - c. “Audience”:
 - i. Audience members will not be required to test.
6. Protocols Following a Positive COVID-19 Antigen Test *(when COVID-19 has been identified as an infectious agent in the risk assessment):*
 - a. Any positive test will be followed immediately by a second rapid test, to rule out false positives.
 - i. If the second test is positive, the test result will be considered positive.
 - ii. If the second test is negative, a third test will be administered.
 1. If the third test is positive, the test result will be considered positive.
 2. If the third test is negative, the test result will be considered negative.
 - b. All individuals who have received a positive test result shall isolate and quarantine consistent with applicable CDC guidance.
 - c. “Production Group”:
 - i. All members of the “Production Group” will immediately test.
 - ii. Controls will be implemented for one “COVID-19 Community Risk Level” higher for at least two consecutive weeks following the positive test.
7. Controls for each “COVID-19 Community Risk Level” *(when COVID-19 has been identified as an infectious agent in the risk assessment):*
 - a. High (Red):
 - i. Masks:
 1. “Production Group” and “Staff”: Respirators (N95, KN95, KF94) will be required. Actors may remove their masks when actively

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rehearsing or performing, but shall remain masked when offstage, unless they are actively quick changing.

2. "Audience": Masks will be required in the building.
- ii. Testing:
 1. "Production Group": No less than three (3) times a week during in-person work.
 2. "Staff": At their discretion based on symptoms or exposure unless the staff member has direct interaction with the Production Group, in which case they shall test based on item 5(a)(ii)(1) above.
 3. "Audience": No testing will be required.
- b. Medium (Yellow):
 - i. Masks:
 1. "Production Group" and "Staff": CDC-compliant face coverings will be required. Actors may remove their masks when actively rehearsing or performing, but shall remain masked when offstage, unless they are actively quick changing.
 2. "Audience": Masks are highly recommended.
 - ii. Testing:
 1. "Production Group": No less than two (2) times a week during in-person work.
 2. "Staff": At their discretion based on symptoms or exposure unless the staff member has direct interaction with the Production Group, in which case they shall test based on item 5(b)(ii)(1) above.
 3. "Audience": No testing will be required.
- c. Low (Green):
 - i. Masks:
 1. "Production Group", "Staff", "Audience": CDC-compliant face coverings will not be required, but may be worn based on an individual's informed level of personal risk, or if there has been an exposure to a known COVID-positive individual.
 - ii. Testing:
 1. "Production Group": No less than one (1) time per week during in-person work, and any additional time based on an individual's informed level of personal risk or if there has been an exposure to a known COVID-positive individual.
 2. "Staff": At their discretion based on symptoms or exposure.
 3. "Audience": No testing will be required.

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8. Audience and Public Interaction (*when COVID-19 has been identified as an infectious agent in the risk assessment*):
 - a. “Production Group”:
 - i. When the “COVID-19 Community Risk Level” is High (Red), or Medium (Yellow):
 1. No visitors will be allowed backstage.
 2. No interaction between performers and patrons (outside of the required interaction for the current performance) that requires physical interaction will be allowed (i.e. no meet and greets, backstage tours).
 3. Interaction that allows a separation between performers and patrons of at least ten (10) feet will be allowed (i.e. talk backs where the performers remain onstage).
9. Non-precedential/Non-cite.
 - a. These “Infection Controls and Risk Mitigation Measures” are made on a non-precedential basis. Neither employer nor employee shall refer to or cite this document, or any part thereof, in any hearing, arbitration, or other litigations, except for a proceeding to enforce the specific terms discussed herein.
10. Duration.
 - a. These “Infection Controls and Risk Mitigation Measures” shall be updated as necessary, based on local, regional, state, and national recommendations, and as infection vectors in the local, regional, state, and national spaces change.