Guidelines for cultural productions and cultural events with seated audience

Who do these guidelines apply to?

These guidelines apply to cultural events and cultural productions, including concerts, cinema, circus and other indoor and outdoor cultural events, such as football matches and rallies. The guidelines also apply to the work on film and TV productions and on stage, etc.

The guidelines have been made in collaboration with the relevant actors in the field who have

participated in a sectoral partnership on the proper handling of activities.

This applies to institutional leaders, representatives of industry organizations, professional organizations and relevant authorities, etc.

Industry organizations and facilities in the area can themselves - based on the National Board of Health's general recommendations on distance and contact minimization and taking into account the age of the participants - make specific guidelines for the specific activities.

Indoor and outdoor sports and local society life, leisure activities and restaurants

* For indoor activities, please refer to the guideline for indoor sports and local society life as well as sports and leisure facilities.
* For outdoor activities, please refer to the guidelines for outdoor sports and

local society life as well as sports and leisure facilities.

* For the organization of leisure activities such as camps, football schools and the like, please refer to the guidelines for leisure activities for children and young people (formerly referred to as summer activities).
* For cafés, restaurants, bars and the like, please refer to the separate rules and guidelines for this.
* For functions such as stylist, makeup artist, camera and sound that at times are close to actors and others the authorities' guidelines for liberal professions, fx. hairdressers, should be followed

Prohibition of gathering, requirements for premises and other restrictions:

The guidelines are indicative in relation to responsible settlement, and do not change obligations from current legislation, including, but not limited to the ban of gathering and requirements for premises for which there is public access. In addition, extraordinary initiatives may have been introduced local, regional or at national level. These must be adhered to, notwithstanding these guidelines. These rules apply on land as well as at sea.

Rules for how many may be assembled and requirements for premises for which there is public

access, is found in the executive order prohibiting larger assemblies and against access to and

restrictions on premises and premises in connection with the handling of covid-19 and executive order prohibiting large assemblies in connection with the handling of covid-19.

Who is responsible for compliance with rules and guidelines?

Proper conduct of activities means that the management and employees of each association / institution / company or those otherwise responsible take joint responsibility for the activities taking place in a way where the spread of infection is limited as much as possible, including:

• That there should be a plan for dealing with people with symptoms, including self-isolation until the person can come home or be hospitalized.

• Hygiene with a focus on cough etiquette, hand hygiene and contact points.

• Contact reduction with focus on distance, frequency, duration and barriers.

In addition, the Danish Health and Medicines Authority's five general guidelines for preventing the spread of infection in as far as possible adhere to:

• Wash hands frequently or use hand sanitizer alcohol.

• Cough or sneeze into the sleeve.

• Avoid handshakes, cheek kisses and hugs - limit physical contact.

• Pay attention to cleaning - both at home and at work.

Keep your distance and ask others to be considerate

General guidelines

Below are general guidelines relevant in connection with implementation

of activities:

If an infection prevention measure cannot be complied with, other measures should be intensified.

• Associations, institutions and sports and leisure facilities, etc. must continuously ensure that the framework for complying with the health authorities' guidelines on distance, hygiene, etc. is in place, that the guidelines are visible on notices or posters, and that there is hand sanitizer alcohol (70- 85% alcohol) available.

How many participants are allowed in a room?

• The management of the association, the company, the institution, etc. should keep an eye on ongoing basis applicable requirements and guidelines on an ongoing basis, including the number of participants and guests in the individual activities, cf. the assembly order in force at any given time.

However, the number of participants must not increase and become bigger than the number in the recommendation on distance (for outdoor / indoor dining) or the area requirement (for indoor dining) can be complied with.

• A maximum of 1 customer, visitor or participant may be allowed per. 4 m2 floor area, to which there is public access, fx. toilets, changing rooms, etc. In premises where customers, visitors or participants essentially are sitting down, access must be allowed for 1 customer, visitors or participants per. 2 m2 floor area. Is the floor area less than 4 m2, - such as toiletareas, access may be allowed for 1 customer, visitor or participant. The floor area is calculated as wall to wall regardless of furniture, etc. The floor area is calculated excluding staff and performers. • Restaurants must set up information material at the entrance to the premises about where many people for whom maximum access may be allowed. How much distance should be kept between the participants? • The National Board of Health's recommendations are that at least 1 meter distance be kept between persons in the public space, including e-sports, mind sports, banking, etc. • The National Board of Health recommends 2 meters distance for physical activity, physical exertion as well as by strong exhalation, for example singing, shouting, lectures and plays. It is noted that physical exertion increases the risk of droplets from exhailing spreading further from the person. • A distance of 2 meters should be ensured between the teacher / speaker / lecturer and the front row of listeners, while a distance of 1 meter between the listeners is sufficient if these do not sing, for example in connection with lectures. • Distance is assessed from nose to nose, so that the seating must be measured from the center of chair seats and not from armrests to armrests. • The recommendations on distance also apply to bathing and changing facilities.

How much to clean?

The National Board of Health recommends the following:

* Identification and marking of common contact points, e.g door handles and push buttons.
* Frequent and thorough cleaning of common contact points, at least once a day, and

more often by many touches.

* Garbage cans are emptied daily and always before they are completely filled.
* Common tools and remedies are cleaned between different customers, users, etc., or

use personal tools or disposable equipment.

* Remove unnecessary contact points and switch to contactless operation, e.g sensor control

lighting, hands-free taps, automatic or elbow-operated door opening, contactless payment etc.

* Toilets (both user and staff toilets) as well as bathing and changing facilities should

cleaned thoroughly and at least once a day and more often by many guests (frequency after

a concrete assessment).

How much should be ventilated?

* For indoor activities with many people in the same room, it can be advantageous to have

breaks, for example, every hour, where the room is emptied of people and drafts are created by ventilation.

* Ventilation should be introduced or optimized in rooms with public access, eg. institutions,

offices, shops and restaurants as well as public transport, eg. trains, metro and buses.

* Ventilation with recirculated air should be avoided and air should primarily be used from outside, just as air replacement should occur on a frequent basis.
* Energy saving settings such as timer function or control via CO2 sensors should be avoided. If possible, the ventilation time should be extended instead.

General guidelines for the organization of work and protection of employees / volunteers / members.

* For employees at increased risk of serious infection with covid-19, it is recommended that

the management in dialogue with the individual employee makes a concrete and individual assessment based on the Danish Health and Medicines Authority's guidelines.

* Volunteers at increased risk of a serious covid-19 infection should not perform voluntarily work so far.
* There should be information on the website and at the entrance that people are at increased risk of a serious course of illness with covid-19 and should show great caution when visiting.
* There must be water and liquid soap in or near premises to which the public has access

or hand alcohol (70-85% alcohol) available to customers, visitors and participants.

* In addition disposable towels should be used.
* The individual facility, organization, company, institution, etc. should, as far as possible, review its work processes so as to reduce time with close contact as much as possible, including setting up separation at payment points, clear distance markings, behavior-regulating devices (‘nudging’), room divisions, distance tapes, etc. as well as the use of appropriate protective equipment.
* All employees must be informed about and comply with the Danish Health and Medicines Authority's recommendations for good hygiene and appropriate behavior, including regular and thorough hand washing.
* Employers / associations are encouraged to involve employees / volunteers in planning the specific initiatives. Employers must, as part of cooperation on security and health in the workplace involve employees in the planning of concrete initiatives with significance for this. In organizations where there is a health and safety organization, initiatives must be done with the involvement of this.
* It must be agreed locally who is responsible for ensuring thorough cleaning of the joint contact points and making a plan for cleaning and disinfection (frequency after one concrete assessment) of contact points with special focus on handles, railings, light switches, desk surfaces, faucets, computers, tablets and utensils, as frequently used by many.
* Any kitchens, lunchrooms or canteens for staff / volunteers and users should be arranged appropriately, including ensuring sufficient distance between tables in the dining area and distance marking at toll stations. The decor must be arranged so that there is no queuing.
* There should be easy access for everyone to hand washing with water and liquid soap, as well as disposable towels. Cleaning of the individual workstation should be ensured when an employee / volunteer leaves the work station and another employee / volunteer has to take over.

Management of disease and symptoms

* Employees, volunteers, members, users, etc. should not attend work or events if they have symptoms that may indicate covid-19. The workstation of a sick employee, volunteer, etc. should be cleaned. immediately after identification of disease. Employees, volunteers, members, users, etc. should first appear at work 48 hours after symptoms have ceased. In this connection, reference is made to the National Board of Health's general guidelines in this area.
* Employees, volunteers, members, teachers, students, users, etc. if close contacts are found infected with COVID-19, must follow the Danish Health and Medicines Authority's guidelines for “close contacts”.

Information material from the National Board of Health must be set up in or near the premises concerning the guidelines that people who have symptoms of covid-19 should isolate themselves in the home, and guidelines about good hygiene and appropriate behavior in public space.

Special guidelines

Below are special guidelines in connection with having activities and events:

Theaters, concerts and cinemas, etc. with seated audience:

* The guidelines apply to indoor and outdoor events with fixed or temporary seatings, including chairs, carpets or the like, where there is a clear separation between the individual seats.
* The number of people present at the same time must be calculated including staff and performing.
* Groups that already are in close contact - and even want it - can sit in seats next to each other, even if there is less than 1 meter between them. Groups should only consist of people who are already in close contact with each other and usually see each other in a similar way, for example members of the same household and close contacts, boyfriends/ girlfriends, etc.
* The organizer should plan in a way that all guests can keep a minimum distance of 1 meter at all times, both when sitting down and when moving around the premises.
* Within this framework, guests can choose to move closer together, if they already have close contact with each other, ie. are from the same household, are lovers or similar.
* The actors / institutions should focus on managing audience flow and monitor this on an ongoing basis and establish its own guidelines for stay in the audience areas. In particular, it is important to avoid queues at entrances and to premises, and queue control can advantageously be done via number system or clearly signage. It can also happen at a delayed arrival time for the event, and by letting in the audience in teams - also during breaks.
* There should be staff / guards who have the task of preventing the build-up of close assemblies.
* Concrete guidelines should be set up to keep distance in the audience areas outside the halls.

Film and television production, concerts and performances as well as participating actors, musicians, singers and dancers, artists ect.:

* In production, everyone involved should comply with the authorities' rules on distance between each other, eg. by spreading employees over several premises, working in shifts, etc. - Special plans should be drawn up for the use of protective equipment, cleaning and workflows for the individual forms of production.
* In case of suspected infection, the participants should be tested for covid-19. The industries prepare guidelines for voluntary testing and ongoing follow-up health status of contributors. The actors should, as far as possible, be kept away from other employees on the production.

*More info The National Board of Health will continuously guide and communicate about the actual implementation of the above guidelines.*