Consistent with the State’s Framework for a Safer Economy, San Francisco is allowing certain businesses and other activities to reopen. The decisions to reopen reflected in those documents balance the public health risks of COVID-19 transmission with the public health risks of economic and mental health stress.

COVID-19 case rates remain high. This high rate means there is a significant risk that people who you may come into contact with when you are outside your Residence have COVID-19. Most COVID-19 infections are caused by people who have no symptoms of illness. We also face the added risk of new virus variants and mutations in the community, and it is unclear whether these variants may be more contagious or even more deadly.

The opening of sectors does not necessarily signify that these activities are “safe.” The purpose of the required safety protocols contained in the order and directives is make these activities and sectors safer for workers and the public. But reopening requires that all individuals and businesses use particular care and do their part to make these activities as safe as possible by strictly and consistently wearing Face Coverings and following Social Distancing Requirements and all other safety protocols.

DIRECTIVE OF THE HEALTH OFFICER No. 2020-34b

DIRECTIVE OF THE HEALTH OFFICER OF THE CITY AND COUNTY OF SAN FRANCISCO REGARDING REQUIRED BEST PRACTICES FOR INDOOR RELIGIOUS AND CULTURAL CEREMONIAL GATHERINGS

(PUBLIC HEALTH DIRECTIVE) DATE OF DIRECTIVE: February 8, 2021

By this Directive, the Health Officer of the City and County of San Francisco (the “Health Officer”) issues specific direction that Houses of Worship and people participating in Indoor Religious Gatherings, as described below, must follow as part of the local response to the Coronavirus Disease 2019 (“COVID-19”) pandemic. This Directive constitutes guidance as provided under Sections 4e and 11 and Appendix C-2 of Health Officer Order No. C19-07s issued on January 27, 2021 (the “Stay-Safer-At-Home Order”) and, unless otherwise defined below, initially capitalized terms used in this Directive have the same meaning given them in that order. This Directive goes into effect immediately upon issuance and remains in effect until suspended, superseded, or amended by the Health Officer. This Directive has support in the bases and justifications set forth in the Stay-Safer-At-Home Order. As further provided below, this Directive automatically incorporates any revisions to the Stay-Safer-At-Home Order or other future orders issued by the Health Officer that supersede that order or reference this Directive. This Directive is intended to promote best practices as to Social Distancing Requirements and sanitation measures, helping prevent the transmission of COVID-19 and safeguard the health of workers, customers, and the community.

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040, 101085, AND 120175, THE HEALTH OFFICER DIRECTS AS FOLLOWS:
Health Officer Directive No. 2020-34b

1. This Directive applies to all individuals (“Participants”) participating in, watching or visiting facilities hosting indoor gatherings for religious or cultural ceremonies, such as weddings and funerals (collectively referred to as “Indoor Religious Gatherings”) and all houses of worship or other providers of religious services or cultural ceremonies (“Houses of Worship”) hosting, organizing, or otherwise involved in Indoor Religious Gatherings in the City and County of San Francisco (the “City”), including the clergy or other faith-based or cultural leaders of such Indoor Religious Gatherings (“Leaders”), as permitted under Section 9 of Appendix C-2 of the Stay-Safer-At-Home Order.

2. Attached as Exhibit A to this Directive is a list of best practices that apply to Houses of Worship engaged in Indoor Religious Gatherings (the “Best Practices”). All Houses of Worship must comply with all applicable requirements listed in the Best Practices.

3. Houses of Worship must, before they begin to host or otherwise facilitate Indoor Religious Gatherings, create, adopt, and implement a written health and safety plan (a “Health and Safety Plan”). The Health and Safety Plan must be substantially in the form attached to this Directive as Exhibit B.

4. Guidance from the Department of Public Health related to Indoor Religious Gatherings is attached to this Directive as Exhibit C and is available at http://www.sfdph.org/directives.

5. If an aspect, service, or operation of the House of Worship is also covered by another Health Officer directive (all of which are available at http://www.sfdph.org/directives), then such House of Worship must comply with all applicable directives, and it must complete all relevant Health and Safety Plan forms.

6. Each House of Worship must (a) make the Health and Safety Plan available to anyone interested in participating in the Indoor Religious Gathering and to any involved Personnel on request, (b) provide a summary of the plan to all Personnel working on site or otherwise in the City in relation to its operations, and (c) post the plan at the entrance to any other physical location that such House of Worship operates within the City. Also, each such House of Worship must provide a copy of the Health and Safety Plan and evidence of its implementation to any authority enforcing this Order upon demand.

7. Each House of Worship subject to this Directive must provide items such as Face Coverings (as provided in Health Officer Order No. C19-12d issued on December 22, 2020, and any future amendment to that order), hand sanitizer or handwashing stations, or both, and disinfectant and related supplies, to that House of Worship’s Personnel, all as required by the Best Practices. Also, each House of Worship is encouraged to make clean Face Coverings available to Participants of Indoor Religious Gatherings at the entrances to the facilities and required to provide hand sanitizing or handwashing stations to Participants. Each House of Worship must ensure that all Participants and Personnel wear Face Coverings while on the premises of the facility and otherwise comply with the Best Practices that apply to Religious Gatherings or operation of the facility under this Directive. If any House of Worship is unable to provide the items required above or otherwise fails to comply with required Best Practices or, if applicable under subsections 3, 4 or 5
above, fails to abide by its Health and Safety Plan, then it must cease operating until it can fully comply and demonstrate its strict compliance. Further, any Indoor Religious Gathering organized by such House of Worship where the House of Worship has failed to comply is subject to immediate closure and the fines and other legal remedies described below, as a violation of the Stay-Safer-At-Home Order.

8. For purposes of this Directive, “Personnel” includes all of the following people who provide goods or services associated with the House of Worship in the City: Leaders; employees; contractors and sub-contractors (such as those who sell goods or perform services onsite or who deliver goods for the business); vendors who are permitted to sell goods onsite; volunteers; and other individuals who regularly provide services onsite at the request of the House of Worship. “Personnel” includes “gig workers” who perform work via the business’s app or other online interface, if any.

9. This Directive and the attached Best Practices may be revised by the Health Officer, through revision of this Directive or another future directive or order, as conditions relating to COVID-19 require, in the discretion of the Health Officer. All Houses of Worship must stay updated regarding any changes to the Stay-Safer-At-Home Order and this Directive by checking the Department of Public Health website (www.sfdph.org/healthorders; www.sfdph.org/directives) regularly.

10. Implementation of this Directive augments—but does not limit—the obligations of each House of Worship under the Stay-Safer-At-Home Order including, but not limited to, the obligation to prepare, post, and implement a Social Distancing Protocol under Section 9 of Appendix C-2 of the Stay-Safer-At-Home Order. The House of Worship must follow these Best Practices and update them as necessary for the duration of this Directive, including, without limitation, as this Directive is amended or extended in writing by the Health Officer and consistent with any extension of the Stay-Safer-At-Home Order, any other order that supersedes that order, and any Health Officer order that references this Directive.

This Directive is issued in furtherance of the purposes of the Stay-Safer-At-Home Order. Where a conflict exists between this Directive and any state, local, or federal public health order related to the COVID-19 pandemic, including, without limitation, the Social Distancing Protocol, the most restrictive provision controls. Failure to carry out this Directive is a violation of the Stay-Safer-At-Home Order, constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is a misdemeanor punishable by fine, imprisonment, or both.

Susan Philip, MD, MPH,  Date:  February 8, 2021
Acting Health Officer of the
City and County of San Francisco
Best Practices for Houses of Worship Organizing or Facilitating Indoor Religious Gatherings

In addition to preparing, posting, and implementing the Social Distancing Protocol as required by Section 9 of Appendix C-2 of the Stay-Safer-At-Home Order, each House of Worship operating in the City must comply with each requirement listed below and prepare a Health and Safety Plan substantially in the format of Exhibit B, below. Participants and Houses of Worship must also comply with each of the applicable requirements listed below.

Requirements:

1. **Section 1 – Understanding Risk:**

   1.1. Engaging in any gathering that includes individuals who are not part of a single Household increases the probability of transmitting COVID-19. The probability of transmission generally increases when gatherings are held indoors. Accordingly, while it is essential for many people’s spiritual and mental health to continue to practice their religious faith or attend cultural ceremonies and while the risks can be reduced by following the best practices required under this Directive, it is strongly recommended that all people avoid gatherings including for religious or cultural services, especially indoors. Instead people are encouraged to use temporary alternatives such as observing services or events live-streamed over the internet whenever possible or participating in small outdoor events of limited duration where they practice physical distancing, wear Face Coverings and take other safety precautions. For best practices related to outdoor gatherings, see Directive 2020-19c found at www.sfdph.org/directives.

   1.2. If people wish to participate in an Indoor Religious Gathering, they should consider the risks to themselves and others before doing so and should take all possible steps to mitigate those risks, including those required under this Directive. Any person involved in an Indoor Religious Gathering should read and make themselves familiar with this Directive and related guidance from the San Francisco Department of Public Health.

   1.3. All people are reminded that the risk involved in gathering involves not only personal risk but also an increased risk of community transmission of COVID-19 that may extend far beyond those who participate in a gathering.

   1.4. Members of vulnerable populations (those over age 65 or with chronic medical conditions) are encouraged to carefully consider their increased risk of negative health outcomes from exposure to COVID-19 before determining whether to participate in an Indoor Religious Gathering. And seniors and other people with chronic conditions or compromised immune systems – and those who live with seniors and people with such conditions- are strongly urged to defer attending Indoor Religious Gatherings at this time and to find safer alternatives to practice their faith, such as participating in outdoor services or remote streaming of services. Houses of Worship are also strongly urged to continue supporting options for Participants to participate in services without engaging in in-person attendance.

   1.5. Risk increases with frequency, duration and proximity of exposure. People are strongly discouraged from attending more than one Indoor Religious Gathering per week. The more contacts a person has with others, including during Indoor Religious Gatherings, the more they are placing themselves and others at risk of transmitting the virus.
Before entering the House of Worship all people must be screened for symptoms or close contacts as provided in Section 4.3 below.

2. **Section 2 – Educating Personnel and Participants:**

   2.1. Ensure that all Personnel have reviewed and understand the requirements of the Social Distancing Protocol, this Directive, and the Health and Safety Plan.

   2.2. Develop and implement a plan to educate Participants or others who may attend Indoor Religious Gatherings about the relevant requirements of the Social Distancing Protocol, this Directive, and the Health and Safety Plan. For example, a House of Worship may inform its congregation through a combination of emails, clear and conspicuous signage, or frequent public announcements.

   2.3. Identify dedicated Personnel responsible for implementing all requirements of this Directive at a specific House of Worship. Identify dedicated Personnel to assist Participants in maintaining at least six feet physical distance, wearing Face Coverings, and otherwise complying with this Directive.


3. **Section 3 – Making Indoor Spaces Safer:**

   3.1. If safe and feasible, make non-structural alterations to the physical indoor space to facilitate maximum social distancing (at least six feet of physical distance) between members of different Households by, for example, creating physical barriers, moving podiums, identifying dedicated paths of ingress and egress, prohibiting access to lobbies, meeting rooms or other common areas, moving or taping off seating, propping open doors at heavily used entry or exit points, closing every other parking space, and using signage or other indicators to control movement throughout the space and to remind people to avoid touching common surfaces like door handles. In bathrooms, maximize ventilation and minimize crowding and touching of common surfaces by, for example (and only when feasible), keeping doors propped open, closing every other sink, and posting signage establishing a maximum capacity for bathrooms with clearly marked and distanced queueing areas. Mark off space in seating, prayer or counseling areas to assist Participants in maintaining at least six feet of distance from members of other Households. Indicate walking paths between spaces designated for Participants to kneel so that people do not walk where someone may touch their head to the floor.

   3.2. Conspicuously post signage around the House of Worship – including at all primary public entrances – reminding people to adhere to physical distancing, hygiene, and Face Covering Requirements and to stay at home when they feel ill. Posted signage must include all signs required by Sections 4.g and 4.h of the Stay-Safer-At-Home Order. The County is making available templates for the signage available online at: [https://sf.gov/outreach-toolkit-coronavirus-covid-19](https://sf.gov/outreach-toolkit-coronavirus-covid-19).

   3.3. Adequate ventilation is critical to reducing the risk of airborne transmission of the virus in indoor settings, and especially settings where people stay in the same room for a
prolonged period. All Houses of Worship must comply with the ventilation protocols at Section 4.i of the Stay-Safer-At-Home Order. Review SFDPH’s guidance for improved ventilation available at: https://www.sfcdcp.org/COVID-ventilation.

3.3.1. If a House of Worship hosts Indoor Religious Gatherings during which any person removes their Face Coverings as expressly permitted by this Directive, the House of Worship must use at least one of the following ventilation strategies: (1) All available windows and doors accessible to fresh outdoor air are kept open (doors and windows required to be kept closed for fire/life safety purposes are exempt; make sure open windows do not create falling hazards especially for children); (2) Fully operational HVAC systems; and/or (3) Portable Air Cleaners in each room that are appropriately sized for the room or area they are deployed in (see https://www.sfcdcp.org/COVID-ventilation for more information). If due to smoke or other conditions, a House of Worship cannot implement any of those measures, the House of Worship cannot have Participants or Personnel remove their Face Coverings until the ventilation measure(s) can be reinstated.

3.4. Discontinue use of high touch water vessels, fonts, fountains, and sinks. When ceremonial or ritualistic use of water is required, use low-touch or single-use alternatives or empty and disinfect vessels before they are used by people from different households or living units. If feasible, consider conducting necessary washing at home or otherwise before arriving at a House of Worship.

3.5. Increase availability of hand sanitizer or hand washing stations around the House of Worship, including at entrances and exits. Ensure that restrooms are adequately stocked with soap and paper towels. Maintain adequate amounts of disinfectant and cleaning supplies, Face Coverings, or other appropriate personal protective equipment for Personnel.

3.6. Develop and implement a plan to frequently clean and disinfect common use areas and surfaces touched by members of more than one Household in accordance with the Social Distancing Protocol.

3.6.1. Disinfect all surfaces attendees touch at the gathering, including, but not limited to, seating areas, railings, prayer books and hymnals, ceremonial objects, microphones, podiums, pulpits, music stands, and door surfaces. If pews, chairs, or pillows used for sitting are of a porous material, use and replace disposable or washable coverings between each Participant when possible. If cleaning high touch surfaces on or near the floor, avoid sweeping or vacuuming while others are present. Whenever possible, use a vacuum with a HEPA filter. If sweeping is necessary, gently sweep floors to prevent spreading pathogens. Personnel responsible for cleaning must wear a Face Covering at all times. Clean and disinfect high touch surfaces within restrooms regularly throughout the working day.

3.6.2. Disinfecting products must be approved for use against COVID-19 on the Environmental Protection Agency (EPA) – approved list available at: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19).
4. **Section 4 – Managing Risk During Indoor Religious Gatherings:**

4.1. Strictly limit attendance at Indoor Religious Gatherings to 25% of the capacity of the building. Capacity limits include congregants, visitors and other Participants, but do not include Personnel. The capacity limits apply to discrete rooms or spaces within a House of Worship. For example, if a House of Worship includes a building with a capacity of 400 people, but holds services in a room with an individual capacity of 100 people, the service must be limited to 25 people or fewer (25% of the smaller room’s capacity).

4.1.1. Conspicuously post signage stating the maximum capacity of the space and the maximum capacity currently permitted under the Stay-Safer-At-Home Order. Consider implementing a reservation system to ensure capacity limits are met. Houses of Worship are strongly encouraged to minimize the number of people engaged in an Indoor Religious Gathering.

4.1.2. Encourage Participants to meet with the same group of people at each gathering, particularly if a service meets frequently or requires a minimum number of people to be present.

4.1.3. Simultaneous or overlapping Indoor Religious Gatherings are permitted only under the following circumstances: (1) the gatherings must occur in spaces that are completely physically separated from each other either in distinct rooms separated by sealed floor-to-ceiling walls or in separate buildings; (2) each distinct gathering meets all ventilation requirements of this Directive; (3) Participants at one gathering have completely separate avenues of ingress and egress from the House or Worship or, if a common path of ingress or egress must be used, the House of Worship ensures (such as by creating staggered start times for services) that Participants from different gatherings do not enter or exit the House of Worship at the same time; and (4) before hosting any simultaneous or overlapping gatherings, a House of Worship must develop and maintain a written plan detailing compliance with this subsection.

4.1.3.1. Houses of Worship may not combine groups in different rooms or spaces for a single ceremony or purpose. All Participants in an Indoor Religious Gathering must use the same indoor room or space to attend the same gathering. For example, a House of Worship may not host a single wedding ceremony where some Participants are seated in one indoor room and some are seated in another indoor room or outdoor space.

4.1.4. The capacity limits for Indoor Religious Gatherings apply to religious or cultural ceremonies themselves, and not to any reception or similar gathering before or after. Indoor receptions and similar gatherings are not permitted at this time. Any outdoor reception or gathering is subject to rules governing outdoor gatherings including Health Officer Directive 2020-19 found at [www.sfdph.org/directives](http://www.sfdph.org/directives).

4.2. Unless otherwise specifically provided in this Directive, strictly follow and enforce all applicable requirements of Health Officer Order C19-07s (the “Stay-Safer-At-Home Order”) and the Face Covering requirements of Health Officer Order C19-12d (the “Face Covering Order”) as they may be amended. Strictly follow and enforce all requirements of this Directive at all times and prohibit all people who fail to comply with this Directive from entering the House of Worship.
4.3. Screen all Participants and Personnel on a daily basis and before entry to the House of Worship using the standard screening questions attached to the Stay-Safer-At-Home Order as Appendix A and Attachments A-1 and A-2 (the “Screening Handouts”). Screening must occur before people enter the House of Worship to attend an Indoor Religious Gathering. A copy of the applicable Screening Handout must be provided to anyone on request, although a poster or other large-format version of the Screening Handouts may be used to review the questions with people verbally. Any person who answers “yes” to any screening question is at risk of having the SARS-CoV-2 virus, must be prohibited from attending the Indoor Religious Gathering, and should be referred for appropriate support as outlined on the Screening Handouts. Houses of Worship can use the guidance available online at https://www.sfcdcp.org/infectious-diseases-a-to-z/coronavirus-2019-novel-coronavirus/coronavirus-2019-businesses/ for determining how best to conduct screening.

4.4. Houses of Worship must be prepared to assist public health authorities in potential contact tracing efforts. Consider maintaining a list of Participants willing to voluntarily provide their name for contact tracing purposes. Any lists should be discarded after three weeks. If a Participant tests positive for COVID-19, the House of Worship must assist the Department of Public Health to identify other Participants who may have been exposed to help prevent further spread of COVID-19.

4.5. Ensure that members of different Households remain at least six feet apart at all times during the Indoor Religious Gathering, except for seniors or people with disabilities who may be seated with their caregiver.

4.5.1. Members of different Households may briefly be closer than six feet from a House of Worship’s Personnel if all the following conditions are met: (1) After carefully considering all possible alternatives, a Leader determines that a specific ritual or custom requires a Participant be closer than six feet from Personnel, (2) all people involved in the ritual or custom wear Face Coverings at all times they are within six feet of each other, and (3) the duration of the ritual or custom is as short as possible.

4.6. Consistent with the State’s health guidance, singing and chanting activities are not permitted during an Indoor Religious Gathering at this time. Even while wearing a Face Covering, these activities – in particular singing and chanting – greatly increase the distribution of contaminated exhalations which increases the potential for broad transmission of the virus.

4.6.1. Houses of Worship must not organize an event that encourages Participants to engage in singing, chanting, or shouting or otherwise encourage Participants from doing so during any Indoor Religious Gatherings.

4.6.2. If a Leader or Participant is engaged in prolonged speaking such as during a sermon or reading, they must speak at least 12 feet from people who are not part of their Household at all times and must wear a Face Covering at all times unless otherwise specifically and expressly provided in this Directive. Leaders and other speakers should not raise their voice and should use microphones or other public address systems whenever feasible.

4.7. Except as specified in this subsection, require that Face Covering be worn at all times by all people – including and in particular while speaking, reciting, or praying – during Indoor Religious Gatherings unless a Participant is exempt from wearing a Face Covering under the Face Covering Order.
4.7.1. Face Coverings may be removed briefly to eat or drink but only where a Leader determines eating or drinking is essential to a ritual or ceremony and in those instances the Leader must to the greatest extent feasible limit the number of people who remove a Face Covering to one individual at a time;

4.7.2. If a Leader determines it is essential to a ritual or ceremony that Face Coverings be removed, a single person may briefly remove their Face Covering (1) if they do not speak, recite, chant, shout or sing and maintain at least six feet of distance from others while their face is uncovered; or (2) to speak or recite only if they isolate themselves from all other people such as by speaking inside an enclosed chamber or behind a plastic or glass partition or face shield no more than 12 inches from the mouth of the speaker and greater than 12 feet away from any other person.

4.8. Prohibit sharing of items such as food or drink, reading materials, and religious or spiritual objects among people outside of their Household. If an object is of critical importance and must be shared during an Indoor Religious Gathering, take every precaution after each instance of sharing to clean and sanitize the object and/or the hands of the Participants and Houses of Worship who share the object. If sanitation of an object is not feasible, ensure those touching or handling the object properly wash or sanitize their hands before and after touching the object.

4.9. Discontinue passing offering plates and similar items that move between members of different Households. Use alternative giving options such as secure drop boxes that do not require opening/closing and can be cleaned and disinfected. Consider implementing digital systems that allow Participants to make touch-free offerings.

4.10. Disinfect microphones and stands, music stands, instruments and other items on pulpits and podiums between each use by members of a different Household. Consult equipment manufacturers to determine appropriate disinfection steps, particularly for soft, porous surfaces such as foam mufflers.

4.11. Activities for children such as religious school are allowed if all relevant ventilation, Face Covering, physical distancing, sanitation and other requirements of this Directive and the Stay-Safer-At-Home Order are met at all times. Child care arrangements are allowed only to the extent they are specifically allowed under the Stay-Safer-At-Home Order. Unless as part of an approved child care arrangement, children who are unable to wear a Face Covering and maintain physical distance of at least six feet at all times – such as very young children – must remain in the care of those in their Household and not interact with children of other Households while visiting a House of Worship.

4.12. Keep office space closed except to the extent accessory office space that is physically located within a House of Worship may be used in accordance with Section 11 of Appendix C-1 of the Stay-Safer-At-Home Order and Health Officer Directive 2020-18. Only Leaders and any other Personnel necessary for allowed operations who cannot work remotely can use the accessory office space. Personnel who can work remotely are required to do so.

4.13. The duration of all gatherings should be limited to the maximum extent possible.

4.14. Houses of Worship must prohibit any gathering or congregating after services are complete. Houses of Worship are encouraged to facilitate organized ingress and egress
that minimizes grouping or queueing such as by having those seated in the back row exit the building first at the end of a service.

4.15. Schedule at least 30 minutes between Indoor Religious Gatherings during which Participants may safely exit and clear the area and House of Worship Personnel may adequately clean and sanitize all high touch surfaces and otherwise prepare the space for the next gathering. Houses of Worship may permit Personnel to participate in sequential Indoor Religious Gatherings during a single day but are reminded of the increased potential to transmit the virus from one gathering to another. Personnel participating in sequential Indoor Religious Gatherings must thoroughly wash hands and clean, sanitize, or replace any items or clothing that have come in contact with Participants or different House of Worship Personnel during earlier gatherings.

4.16. Keep other areas of a House of Worship closed unless otherwise expressly permitted to operate under the Stay-Safer-At-Home Order. Facilities such as day care centers, schools, kitchens, food service areas, gymnasiums or indoor athletic facilities, and children’s play structures and areas are not permitted to operate unless in compliance with the Stay-Safer-At-Home Order and any applicable Health Officer orders or directives.

4.17. This Directive establishes minimum best practices applicable generally to all Houses of Worship. Houses of Worship are encouraged to apply the concepts and spirit of this Directive to modify their rituals in a collective effort to mitigate the risk of transmission of the virus that causes COVID-19. Examples include, but are not limited to, discontinuing kissing of ritual objects, allowing rites to be performed by fewer people, discontinuing the use of a common cup, offering communion in the hand instead of on the tongue, or providing pre-packed communion items on chairs prior to service. Houses of Worship also must implement and enforce any additional or more restrictive guidance regarding religious gatherings provided by the Centers for Disease Control or the California Department of Public Health found at https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/index.html; and https://covid19.ca.gov/pdf/guidance-places-of-worship.pdf.

Nothing in this Section allows a House of Worship to replace, supplement, or change any restriction in the Stay-Safer-At-Home Order, this Directive, or any local, state, or federal health order or guidance related to COVID-19 with a less restrictive measure. For clarity, all Houses of Worship must strictly implement every measure in this Directive and should only supplement new or different safety measures to the extent they are more restrictive (i.e., more protective of public health) than any local, state, or federal health order or guidance related to COVID-19.
Each House of Worship must complete, post onsite, and follow this Health and Safety Plan.

Check off all items below that apply and list other required information.

Business/Entity name: Contact name:
Entity Address: Contact telephone:

(You may contact the person listed above with any questions or comments about this plan.)


- House of Worship has prepared the facility for an Indoor Religious Gathering to ensure adequate physical distancing between and among Personnel and Participants. For example, House of Worship made a plan for Participants to get in and out of the outdoor space safely while maintaining social distancing, added physical markings to demonstrate a 6-foot distance in areas Participants may be seated or congregating and, created a reservation system to manage Participant arrival and departure times.

- House of Worship has placed signage throughout the facility reminding Personnel and Participants of their obligations to wear Face Coverings, maintain physical distance, and engage in proper personal hygiene.

- Personnel have been trained in the requirements of the Social Distancing Protocol and this Directive including obligations to screen themselves and Participants, maintain enhanced sanitation measures, and enforce the physical distancing and Face Covering requirements of the Directive.

- House of Worship has created and implemented a plan for cleaning and disinfecting high touch surfaces such as seating, doors, and other common high-touch surfaces or objects before each gathering or after each use.

- House of Worship has implemented all feasible HVAC and ventilation practices identified in the Directive.

- Gatherings are limited to 25% of room capacity and kept as short as possible.

- Six feet of physical distance is maintained between people from different Households.

- Everyone, including Participants and Leaders, wears a Face Covering unless permitted under Health Officer Directive 2020-34b or otherwise exempt.

- Singing, chanting, and shouting are not permitted during the Indoor Religious Gatherings. Houses of Worship must not encourage Participants to sing, chant, or shout during the Indoor Religious Gathering.

- Participants are not permitted to congregate before or after Indoor Religious Gatherings.
☐ If House of Worship Personnel are taking part in sequential gatherings, there is sufficient time between gatherings to engage in proper sanitation and disinfection procedures. If hosting simultaneous or overlapping services, the House of Worship developed and maintained a written plan in accordance with section 4.1.3 of the Directive.

**Additional Measures**

Explain:
In alignment with the State’s recommendations, San Francisco is reopening at the State’s Purple Tier starting January 27, 2021. The decision to reopen balances the public health risks of COVID-19 transmission with the public health risks of economic and mental health stress.

COVID-19 case rates are now 1.5 times as high now as they were the last time San Francisco opened at the State’s Purple Tier. This means 50% more people walking around San Francisco have COVID-19 than the last time we reopened. Most COVID-19 infections are caused by people who have no symptoms of illness. We also have the added risk of new, more contagious virus variants in the community, and it remains unclear whether some of these variants are more deadly.

The opening of sectors does not signify that these activities are “safe.” We have made our best efforts to make these activities and sectors safer for workers and the public. However, this requires that everyone do their part to make these activities as safe as possible, including wearing masks that covers your mouth and nose especially when talking, avoiding indoor settings to the extent possible, maintaining at least 6 feet distance from those you don’t live with, avoiding get-togethers and gatherings to the extent possible, getting tested and isolating if you are ill, and complying with additional health protocols required of open businesses.

AUDIENCE: Hosts, organizers and participants of gatherings of people from more than one household. This information does not apply to gatherings of people living together in a single household.

BACKGROUND: San Francisco Health Directives allow people in different households to gather, with restrictions to prevent spread of COVID-19. This tip sheet cover frequently asked questions about how to safely organize, host, and participate in gatherings of people from different households.

The Directives and associated documents are available on the Health Directives page under Gatherings.

- Directive 2020-19 – Outdoor Gatherings
- Directive 2020-28 – Drive-In Gatherings
- Directive 2020-34 – Indoor Worship

Additional guidance can be found at www.sfcdcp.org/covid19.
## Overview of Types of Gatherings

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<td></td>
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<tr>
<td>Indoor Religious and Cultural Ceremonial Gatherings</td>
<td>Indoor religious and cultural ceremonies, including wedding ceremonies and funerals but not receptions</td>
</tr>
</tbody>
</table>
**How Does COVID-19 Spread?**

Our current understanding is that COVID-19 is mostly spread from person-to-person in the air through virus-containing droplets in the breath of someone with COVID-19. These respiratory droplets enter the air when a person breathes. Even more droplets can get in the air when infected people talk, sing, cough, or sneeze. People with COVID-19 may have no symptoms and can still be breathing out virus-containing droplets that can infect others. Transmission can occur through:

- Larger droplets. These larger droplets are sometimes called “ballistic droplets” because they travel in straight lines and are pulled down by gravity. People nearby, usually within 6 feet, are infected when they breathe in these droplets or if the droplets land in their eyes, nose, or mouth.

- Smaller droplets or infectious particles. These can float in the air for a period of time and/or travel beyond 6 feet on indoor air currents, especially in enclosed spaces with poor ventilation. People sharing the same space are infected when they breathe in these smaller droplets and particles or the droplets or particles land on their eyes, nose, or mouth – even if they are further than 6 feet away. These droplets are sometimes referred to as “aerosols” or “bioaerosols”.

COVID-19 can also spread if a person touches their eyes, nose or mouth after touching a contaminated surface (also known as a fomite transmission); however, this is less common.

**Monitor Your Health Daily.** Be alert of symptoms such as fever, cough, shortness of breath, or other symptoms. If you are experiencing any of these symptoms, stay home, and get tested.

**How can we help slow the spread of COVID-19?**

**CA Notify – another way for us to stop the spread**

CA Notify (canotify.ca.gov) is an app you can add on your smartphone. It uses Bluetooth technology to recognize when you and your phone have been in close proximity to others infected with COVID-19 to help stop the spread of the virus in our community.

If you are using CA Notify and you test positive, your diagnosis will not be shared with others. However, if other people in close contact with you are also enrolled in the app, they will be told they had an exposure. They will be told the date of the exposure, but not the time, location or identity.

If you are using CA Notify and you were exposed to someone who tested positive and they entered their result into the app, you will be told the date of the exposure, but not the time, location or identity.

CA Notify is available through Apple and Google. See canotify.ca.gov for more information.
What do we know about the COVID-19 Vaccine?

The vaccine is one of the most important ways to end the pandemic. The FDA, CDC as well as California’s own Scientific Safety Review Workgroup have reviewed all data from clinical trials to ensure the safety and effectiveness of all COVID-19 vaccines. **Strongly encourage all personnel to get vaccinated.** Those who receive the COVID-19 vaccine are probably less likely to get COVID-19, but it is not guaranteed. Although the first vaccines that were available are estimated to be about 95% effective in preventing sickness from COVID-19 when someone is infected, we do not know how common it is for vaccinated people to get the virus and spread COVID-19 to others. Therefore, it is still very important for those who are vaccinated, and for the rest of the population who waits for their vaccines, to continue using all the tools available to help stop this pandemic: wear a mask that covers your mouth and nose when outside your home, avoid get-togethers/gatherings, avoid being indoors with people you don’t live with, stay at least 6 feet away from others, and wash your hands after touching shared surfaces or objects. Find out more about the vaccine, including where and when to get it at: [sf.gov/covidvax](http://sf.gov/covidvax)

How can I stay as safe as possible at a gathering?

- Wear a face covering or mask at all times. A face covering is required at all gatherings outside the house.
- Stay for a shorter period of time. The less time you spend with people you don’t live with, the safer it is.
- Stay 6 feet away from people outside your household.
- Only participate in activities or sports where you can stay 6 feet away from people outside your household. Sports and exercise are higher risk because people produce more respiratory droplets when they are breathing harder. Balls and other sports equipment can be shared between only two households.
- Stay away from activities like singing, chanting, shouting, and playing wind or brass instruments. These activities produce many more respiratory droplets, increasing the risk of COVID-19. If you must participate in or be near people who are singing, changing, shouting or playing wind instruments, see **“How can singing, chanting, shouting, and playing wind/brass instruments be done more safely?”**
- Wash or sanitize your hands frequently. Bring your own hand sanitizer to gatherings where there will be no place to wash or sanitize your hands.
- Consider staying home if you are at higher risk of serious illness from COVID-19 due to your age or medical conditions. See [https://www.sfcdc.org/vulnerable](http://https://www.sfcdc.org/vulnerable) for a list of groups at higher risk.
- Keep others safe: don’t attend if you are or a family member feels ill or has COVID-19 like symptoms. For a list of symptoms, see [http://www.sfdph.org/dph/alerts/covid-guidance/covid-screening.pdf](http://http://www.sfdph.org/dph/alerts/covid-guidance/covid-screening.pdf)
- People at risk for severe illness with COVID-19, such as older adults and people with certain medical conditions, as well as those who live with or care for them are strongly discouraged from participating in activities with other people outside their household where taking protective measures of wearing face masks and social distancing may be difficult, especially indoors or in crowded spaces.
- Get a flu vaccine. Preventing influenza is especially important during the COVID-19 epidemic because people who have flu and COVID-19 at the same time much more likely to die.
As a business or organization hosting a gathering, what must I do?

- Complete, maintain, and implement the following documents:
  - A Health and Safety Plan for the type of gathering, including COVID-19 screening for all personnel ([www.sfcdcp.org/screening-handout](http://www.sfcdcp.org/screening-handout)) and participants ([www.sfcdcp.org/screeningvisitors](http://www.sfcdcp.org/screeningvisitors)). The Health and Safety Plan must be provided to Host Personnel, available to participants, and posted at the physical entrance where the Host operates. See [www.sfph.org/dph/alerts/coronavirus-health-directives.asp](http://www.sfph.org/dph/alerts/coronavirus-health-directives.asp) to find the correct link for your gathering.
  - A SFDPH Social Distancing Protocol including a plan to clean and disinfect high touch surfaces such as seating, doors, and others before each Gathering ([see SFDPH Cleaning/Disinfection Guidance](http://www.sfcdcp.org/covidcleaning)).
  - Signage on reporting violations of COVID-19 Health Orders. Beginning on Nov. 10, Host Businesses or organizations are required to post signs in employee break rooms or areas informing employees of the right to report violations of COVID-19 health orders and directives by calling 311 or visiting [www.sf.gov/report-health-order-violation](http://www.sf.gov/report-health-order-violation). Signage needs to state that employee’s identity will remain anonymous. Sample signage is available online at [https://sf.gov/outreach-toolkit-coronavirus-covid-19](https://sf.gov/outreach-toolkit-coronavirus-covid-19).

- Keep a record of people at your gathering, in case someone is later found to have COVID-19. People with COVID-19 can infect others up to 2 days before they develop symptoms or test positive. Hosts must help public health authorities in contact tracing efforts in case an attendee develops COVID-19. We can help prevent COVID-19 transmission by contact tracing which helps identify people who may have been exposed and helping them quarantine so they don’t inadvertently spread the disease.
  - Keep the attendance/schedules of all personnel at your organization for up to three weeks.
  - Consider maintaining a list of participants willing to voluntarily provide their names for three weeks after an event. Any lists should be discarded after three weeks (unless your business keeps such records in the ordinary course of business).
  - Try to maintain an up-to-date contact list to alert attendees in the event of potential exposure.
  - For more information, see [https://covid19.ca.gov/contact-tracing](https://covid19.ca.gov/contact-tracing).
  - Follow SFDPH’s guidelines on “COVID-19 Positive At Workplace” if someone at your gathering tests positive for COVID-19.

If you are hosting an Indoor Religious/Cultural Gathering, you must adhere to the changes made on the Business Capacities and Activities Table (BCAT) as well as:

- Post signs about the increased risk of COVID-19 indoors. Post SFDPH Approved Signage, stating:
  - That COVID-19 is transmitted through the air and that indoor settings carry a much higher risk of infection.
  - That seniors and those with health risks should avoid indoor settings with crowds.
  - The maximum capacity of the space and the maximum capacity currently permitted under the Stay-Safer-At-Home Order.
o Post Ventilation signage at public entrances and all break rooms indicating which of the following systems are used:
  □ All available windows and doors accessible to fresh outdoor air are kept open
  □ Fully operational HVAC systems
  □ Appropriately sized portable air cleaners in each room
  □ None of the above

o If a religious leader determines that an essential ritual or ceremony requires brief removal of Face Coverings as allowed under the directive, Houses of Worship must implement at least one of the following Ventilation measures:
  □ All available windows and doors accessible to fresh outdoor air are kept open
  □ Fully operational HVAC systems
  □ Appropriately sized portable air cleaners in each room

• **Ensure that indoor spaces are well-ventilated.**
  Good ventilation controls droplets and infectious particles to prevent COVID-19 transmission by:
  ▪ removing air containing droplets and particles from the room;
  ▪ diluting the concentration of droplets and particles by adding fresh, uncontaminated air;
  ▪ filtering room air, removing droplets and particles from the air.

o Comply with the ventilation protocols laid out at Section 4.i of the [Stay-Safer-At-Home Order](#), including to review and follow [SFDPH’s Ventilation Guidance](#).

o Implement as many improvements in the [Ventilation Guidance](#) as feasible. Keep a hand-annotated copy of the Ventilation Guidance showing which specific improvements were considered and implemented.

o Make any necessary improvements to the ventilation of the establishment, including:
  ▪ Increase natural ventilation by opening windows and doors when environmental conditions allow and if permitted by fire and building safety requirements. Fire doors should not be wedged or propped open.
    • **Doors and Windows** required to be kept closed for fire/life safety purposes are exempt. For example, fire doors must remain closed. Make sure open windows do not create falling hazards especially for children
  ▪ If an HVAC systems is present,
    • Ensure HVAC systems are serviced and functioning properly.
    • Evaluate possibilities for upgrading air filters to the highest efficiency possible.
    • Increase the percentage of outdoor air through the HVAC system, readjusting or overriding recirculation ("economizer") dampers.
    • Disable demand-control ventilation controls that reduce air supply based on temperature or occupancy.
    • Evaluate running the building ventilation system even when the building is unoccupied to maximize ventilation. At the minimum, reset timer-operated ventilation systems so that they start operating 1-2 hours before the building opens and 2-3 hours after the building is closed.
  ▪ Consider installing portable air cleaners ("HEPA filters").
If the establishment uses pedestal fans or hard mounted fans, adjust the direction of fans to minimize air blowing from one individual’s space to another’s space.

For more information and additional resources, please see the following: San Francisco Department of Public Health (SFDPH): www.sfcdcp.org/COVID-ventilation.

- **Discontinue indoor singing, chanting, shouting and wind instruments.** The State of California does not currently allow these activities indoors.

**As a host/organizer, how else can I keep our gathering as safe as possible?**

- Limit the duration of your gathering to the shortest time possible, even if it is outdoors. The shorter it is, the safer it is.

- Avoid high-risk activities such as singing, chanting, shouting, and playing wind or brass instruments, even outdoors. The activities produce large numbers of respiratory droplets, increasing the risk of COVID-19. See more under “How can singing, chanting, shouting, and playing wind/brass instruments be done more safely?”

- Promote flu vaccination. Flu vaccines are critical in the fight against COVID-19 by (1) keeping workers and communities healthy and (2) reducing strain on our healthcare and testing systems that are responding to COVID-19. Post signage to encourage flu vaccine among personnel and participants. Find out more information at http://sfcdcp.org/flu.

**What else can I do to decrease the risk of our indoor gathering?**

In addition to the measures laid out in “How can I keep a gathering as safe as possible?”

- Make sure that personnel and participants are aware that indoor gatherings are much higher risk for COVID-19 than outdoor gatherings, so they can decide if they can safely attend.

- Consider making changes to minimize crowding and make physical distancing easier for people from different households. Examples include moving podiums, creating physical barriers, taping off or moving seating, identifying entrance and exits, indicating walking paths in areas where participants pray or kneel on the floor, prohibiting access to common areas.

- Make changes to minimize touching of high-touch surfaces, for example, by keeping bathroom doors propped open to minimize touching of door handles.

- Make hand sanitizer or handwashing stations available at entrances and exits.

- Discontinue use of shared water vessels, fonts, fountain, and sinks for ceremonial purposes.

- Regularly clean and disinfect common and high touch areas, including bathrooms.

**Can I host more than one gathering on the same day?**

Yes, as long as you schedule gatherings far enough apart that participants from different gatherings do not mix, and you can clean/disinfect high-touch areas between gatherings.
• Hosts must separate outdoor gatherings by at least 20 minutes and indoor gatherings by 30 minutes between gatherings, to allow time for participants to exit and for personnel to clean/disinfect.

• Between gatherings, personnel must:
  o Clean and sanitize high-touch surface;
  o Clean, sanitize and/or replace any items of clothing that became soiled or contaminated with bodily fluids before using them for a later gathering;
  o Thoroughly wash or sanitize their hands.

• Hosts may not hold more than one Outdoor Gathering at a single location at the same time.
• Hosts may not hold both indoor and outdoor gatherings simultaneously to allow for more people to attend a gathering (e.g. indoor and outdoor wedding or funeral).

**Can I hold more than one indoor worship or cultural ceremonial gatherings at the same time in a large facility?**

Yes, you may hold simultaneous or overlapping indoor gatherings if all of the following conditions are met:

• Each gathering must be held in its own, physically separate space, either in different buildings, or in different rooms separated by sealed floor-to-ceiling walls. Partitions may not be used to divide an indoor space for two different gatherings.

• Participants from different gatherings are not allowed to mix.
  o Different gatherings must use separate entrances and exits. If only one shared entrance and exit exist, the Host must ensure participants from different gatherings do not enter or exit at the same time, for example, by staggering start and end times.
  o Personnel and participants must not move between gatherings.

• The host must develop a written plan to describe how they will keep people in different gatherings from mixing, as outlined in Section 4.1.3 of the Indoor Worship Directive.

• In general, keep the areas that are not reserved for an indoor gathering closed to participants, unless expressly permitted under the Stay-Safer-At-Home Order.

**Can personnel who are not involved in a gathering work on-site while a gathering is taking place?**

Yes. Personnel are allowed to work inside the facility while multiple indoor gatherings occur as long as staff follow rules for the Business Operating Office Facilities Directive and Stay-Safer-At-Home Order.

**Can we eat or drink at gatherings?**

• Eating and drinking are permitted at Outdoor Meal Gatherings, at Drive-In Gatherings, and as part of religious or faith-based ceremonies, as long as it is done in a way that minimizes the risk of COVID-19 transmission.
  o Eating and drinking may not take place when personnel and/or participants are within 6 feet of one another, since face coverings must be worn when people are within 6 feet.
  o Avoid hand-to-mouth contact between different people. Respiratory droplets from one
person’s mouth can land on the other person’s hand, increasing the risk of COVID-19 transmission.

- As an example, communion rituals could have the priest and participants masked at all times, with the participants receiving communion in the hand and moving away from others to briefly lower their mask to place the sacramental bread on the tongue (see example video: www.youtube.com/watch?v=Q8tg8A5jmP0).

- People from different households should not drink out of the same glass or cup. They also should not share utensils. If glasses, cups, or utensils are shared, they must be disinfected between households, and anyone handling the shared item must also wash or disinfect their hands.

- Self-service food, potlucks, or family-style eating with shared serving plates or drink dispensers are not allowed.

**Must we wear masks/ face coverings all the time?**

- You must wear masks as specified in the Face Covering Order.

- Proper use of face coverings is even more critical when in higher risk gatherings, such as indoors.

- Face coverings may be removed briefly while eating or drinking if a leader determine it essential for a ritual or ceremony, however proper social distancing should be maintained. If removing face coverings/masks is deemed as essential in a ritual or ceremony, a person may briefly remove their face covering only if they (1) maintain social distance and do not speak, recite, chant, shout or sing; or (2) isolate themselves from all other people to speak or recite, such as by speaking inside an enclosed chamber or behind a plastic or glass partition or face shield no more than 12 inches from the mouth of the speaker and greater than 12 feet away from others.

**What about camping, cookouts, or BBQs?**

- Bring your own supplies including soap, disinfectants, hand sanitizer, paper towels, etc.

- Do not share BBQs or outdoor grilling stations with people outside of your household. Clean all stations frequently.

- If camping with people from outside your household, consider self-isolating for 14 days before and after if you will be in close contact with people you are camping with.

  - “Close contact” is defined by the CDC as being within 6 feet of an infected person for a cumulative total of 15 minutes over 24 hours) starting from 2 days before the illness starts (for people without symptoms, this means 2 days before they were tested; www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html#contact).
Can we sing, chant, shout, or play wind instruments at our gathering?

Outdoor Special Gatherings and Drive-In Gatherings may have singing, chanting, shouting or wind instruments, if all of the following conditions are met:

- Only one person may sing, chant, shout, or play a wind instrument at a time. Group singing, chanting, shouting, or wind instrument playing is not allowed.
- The person performing the activity must be at least 12 feet from any other person.
- The person singing, chanting, or shouting must wear a Face Covering at all times.
- The wind instrument’s bells and/or openings where air/sound exit must be covered with a mask/other fabric at all times.

When these activities are allowed, consider the following to reduce risk:

- Ensure the performance is in a large, well ventilated area (see www.sfcdcp.org/COVID-ventilation).
- Minimize the amount of time engaged in these activities.
- Sing, chant, yell, or play wind instruments more quietly, to produce fewer respiratory droplets. Consider using amplifiers.
- Consider a physical barrier between the performer and others.
- Have performers position themselves so that voices and air exiting from instruments is directed from Participants (for example, in silhouette).
- Encourage performers to get tested for COVID-19 as close to the performance date as possible, accounting for the turnaround time for the test. People can get tested by their regular healthcare provider or at CityTestSF (https://sf.gov/citytests).
- Take special care to ensure that performers do not have symptoms of COVID-19 and are not “close contact” of someone with COVID-19. See www.sfcdcp.org/screeningvisitors.
- For wind/brass instruments:
  - Performers must be masked at all times as much as possible when not performing.
  - Instruments must not be shared among individuals of different households.
  - If relevant to the instrument, performers should use a large, thin, plastic-lined pad on their chest and lap to collect spit.
Useful COVID-19 Resources to keep checking:

- San Francisco guidance: [www.sfcdcp.org/covid19](http://www.sfcdcp.org/covid19)
- Printable resources such as signage: [https://sf.gov/outreach-toolkit-coronavirus-covid-19](https://sf.gov/outreach-toolkit-coronavirus-covid-19)
- Religious Schools for Youth and Daycare Arrangement at House of Worship guidelines:
  - [2020-14-Guidance-Childcare.pdf](http://sfdph.org)
  - [Reopening TK-12 Schools for In-Person Instruction Interim Guidance for School Year 2020-2021](http://sfdph.org)
- California guidance:
  - [https://covid19.ca.gov/safer-economy/](https://covid19.ca.gov/safer-economy/)