**COVID-19 Safety Protocol UNIVERSALIS: Event Title here – 2021**

*Corona Measurements based on the RIVM (*[*https://www.rivm.nl/en/coronavirus-covid-19/frameworks-for-covid-19-measures*](https://www.rivm.nl/en/coronavirus-covid-19/frameworks-for-covid-19-measures)*) as well as the COVID-19 Safety Protocol UM (version 9), updated as of August 27,2021 and to be updated upon the next UM Safety Protocol update.*

Any event hosted by a committee or board of Universalis will fill out the following information and follow the Rules and Regulations as outlined in this document and the most recently updated version of the COVID-19 Safety Protocol UM document.

**Goal:** Include motivation and intent of event

**Organization:**

* Time and date:
* Location:
	+ If onsite at UCM, what room?
* Which committee is organizing the event:
* How many people are expected to attend?
* Additional information

**Rules and Regulations for Performers, Organizers, and Participants:**

1. The event is accessible to every UCM student, though is limited in capacity to the maximum occupancy of the room in which the event is. The maximum occupancy for room in the UCM building can be found at each entrance. (This might change following new rules after August 30th, though need to be confirmed with UM).
2. A maximum amount of 50 guests are to be welcomed at the event at a time
3. Before entering the building, every person attending the event must disinfect their hands at the entrance of the UCM building
	1. Every person will attend the event via the main entrance of UCM and leave via the backdoor
	2. Every person attending must be always able to the use the restrooms
	3. Hygiene measures reflecting Measure 3 of the UM Safety Protocol are promoted and reminded.
	4. Students must either sign in and out of the building with their UM card or fill a registration/attendance form for the event.
4. Participants are seated on assigned seats with 1,5m distance unless participating in physical activities subject to permission from the faculties, of which the 50-guest maximum and 1,5m distance is still practiced.
5. Every person attending the event must wear a face mask unless they are seated, performing for a designated period (and socially distanced), or outdoors.
	1. The usage of face masks is strictly enforced.

*(The following regards entertainment events such as Open Mics, Poetry evenings, etc.)*

**For Performers:**

1. After every performance, microphones must be disinfected by the organizers
2. A separate microphone will be used by the host
3. If there is a group performance, all performers must remain 1,5m distance always (even if they are from the same household)
	1. Max. 5 people allowed to perform at the same time
	2. The musical equipment must be disinfected after every performance when used
	3. Performers who do not need to use vocal microphones or an instrument with a mouth interface must keep their face masks on
4. Performers will be seated separately from participants with a required distance of 1,5m

**For Organizers:**

1. To ensure distancing and one way traffic, to mark the ground with arrows
2. All equipment will be disinfected during and after the event
3. For events with beer served, 2-3 members of the social board will arrange beer sale if allowed to serve onsite. Organizers of the event must ensure the following.
	1. Beer sale will take place only in locations where social distancing is enforceable
	2. Beer sale takes place before the event starts (5 min before), and during the break of the event (for approximately 10 min)
	3. While 1-2 social board members ensure a smooth and fast beer selling process, another social board member ensures that 1,5m distance is maintained throughout the event (at the waiting line for the beer selling, before, and after the event)