

## DRAFT 1

### Randallstown Radio Amateur Club Washington Monument State Park Radio Operations 27-28 June 2020 COVID-19 Precautions

#### **Preface**

This is the 50<sup>th</sup> year of operations for the Randallstown Radio Amateur Club in the ARRL sponsored Field Day radio competition. Operations in 2020 bring special considerations to mitigate risks associated with COVID-19, the SARS-CoV-2 virus-related disease. This document cover protocols for risk mitigation.

#### **Principles**

1. Physical distancing will be maintained at all times between individuals for the following rare circumstances:
  - a. Family members (who cohabitate) may be near each other.
  - b. Tasks requiring two or more people (like raising a tall mast) may be done with the proper personal protective equipment (PPE): disposable gloves (unless heavy gloves are necessary), mask and protective eyewear (mucus membrane protection) worn by all individuals in close proximity. Close proximity time limit is 10 minutes.
  - c. Emergencies, to protect life or prevent major loss of property (e.g., fire).
2. Zero disease-related impact on park staff and other park users. Radio Club operations will not risk close proximity to others in the park, regardless if others are or are not acting properly.
3. If operations cannot be achieved safely, they will cease and proper procedures will be used to disassemble equipment and exit the park.

#### **Procedures**

##### Radio operator position

1. There will be a maximum of 8 people near radio operator positions except for shift changes.
2. Park may limit number of club participants at any time. Otherwise, there is no limit to the number of people in cars or in tents, away from the shelter.
3. Only one operator (or two from a family) may be at a radio position at any time.
4. Radios are spaced a minimum of 10 feet apart.
5. Each operator brings his own personal headset with microphone.
6. All radio operation occurs with a keypad cover for the computer or with disposable gloves on.
7. Leaving the operating position requires immediate hand sanitizing before any other activity.
8. Radio operator changes require a cleanup by the exiting operator:
  - a. Keypad cover or gloves are removed and discarded
  - b. Sanitizing wipes will be used to clean computer: screen, keyboard; radio: display, controls, top of case; task light.
9. Radio operations area (shelter radio positions) can be occupied only by:
  - a. Radio operators. A mask is not required during operation, but is required to wear one at other times. Operations aid wears mucus membrane protection (see c.).
  - b. Operations aid (changes antennas, refills generator).

- c. Operations aid must wear disposable gloves or regular gloves when handling equipment. Aid must wear mask and protective eyewear when work may be within 6 ft of operators.
- d. Chef and Chef's aid (see Food)
- e. Safety Officer (see below)
- f. No food or drink is permitted at the operating position. (See Food).

#### Bathroom

10. Maintain 6 ft social distancing except when someone is in a toilet stall.

#### Food

1. Food safety is maintained by the Chef and Chef's aid. These individuals may operate near outdoor grill, and all food must be at least 15 ft from operating positions.
2. It is strongly encouraged that all participants provide their own food. Because operations will be in shifts, this should not be difficult. Eating in cars or tents is preferred. There may be room for one or two eating spaces at the shelter, if they can be located 10 ft from Chef, 10 ft from operators and 6 ft from each other.
3. No food is allowed at operating positions. Hand washing or sanitizing is required for anyone prior to eating or drinking.
4. Designated Chef may prepare hot food (hamburgers, hotdogs, etc.). Food is placed on a single disposable plate while hot. Chef's aid may serve buns or other food from a clean stock handled with fresh disposable gloves. Only Chef can retrieve frozen foods for cooking. Only Chef's aid may retrieve buns and other food, which are stored in a separate locker.
5. No common condiments may be served. Single-use packs may be distributed by the Chef's aid.
6. Chef and Chef's aid must wear masks and must be 6 ft from "customers" when the food is retrieved.
7. Chef's aid may distribute water bottles from a clean package. No self-service.
8. Chef's aid may distribute coffee in disposable cups.
9. When no cooking is underway, a Chef may operate as a Chef's aid.

#### Safety Officer

10. Safety officer is responsible for
  - a. Required distancing standards
  - b. Required PPE standards
  - c. Required cleaning protocols
  - d. Radio operation and electrical power safety
  - e. Antenna and tower safety

#### Equipment and antenna installation

11. Antenna installation rules
  - a. No restriction when working alone
  - b. Mask when 6 ft separation can be maintained

- c. Mask, disposable gloves and eye protection must be worn when working closer than 6 ft. Close-in operations must be limited to 10 minutes. Surgical masks are preferred.
- d. Heavier protective gloves may be used in lieu of disposable gloves when necessary.
- e. Tasks requiring fine manipulation where disposable gloves are a serious encumbrance can be done, but must be followed immediately by hand sanitizer.
- f. Gloves must be worn when multiple people are handling the same objects.

12. Installations in the shelter

- a. Radio installation in the shelter must be carried out with 6 ft distancing.
- b. Masks are required if others are in the shelter.
- c. Disposable gloves must be worn unless heavier gloves are necessary for safety.
- d. Removal of gloves is followed by hand washing or sanitizing.
- e. No working above an operator or other individual.