



Oneida Business Committee

Special Meeting
1:30 PM Wednesday, May 06, 2020
BC Conference Room, 2nd floor, Norbert Hill Center

Agenda

Meeting agenda is available here: oneida-nsn.gov/government/business-committee/agendas-packets/. Materials for the "General Tribal Council" section of the agenda, if any, are available to enrolled members of the Oneida Nation; to obtain a copy, visit the BC Support Office, 2nd floor, Norbert Hill Center and present a valid Tribal I.D. or go to <https://goo.gl/uLp2jE>. Scheduled times are subject to change.

NOTICE

All regular, special, and emergency Business Committee meetings in the months of March, April and May will be closed to the public. This is preventative measure as a result of the COVID-19 pandemic. Audio recordings are made of all meetings of the Business Committee. Video recordings are made of regular meetings of the Business Committee. All recordings are available on the Nation's website at: <https://oneida-nsn.gov/government/business-committee/recordings/>. If you have comments regarding open session items, please submit them to TribalSecretary@oneidanation.org no later than close of business the day prior to a Business Committee meeting. Comments will be noticed to the Business Committee.

I. CALL TO ORDER

II. OPENING

III. ADOPT THE AGENDA

IV. RESOLUTIONS

- A. Extension of Declaration of Public Health State of Emergency Until June 11, 2020
Sponsor: Tehassi Hill, Chairman

V. NEW BUSINESS

- A. Approve the Gaming operations re-opening date
Sponsor: Louise Cornelius, Gaming General Manager

VI. EXECUTIVE SESSION**A. NEW BUSINESS**

1. **Review the Gaming operations re-opening plans**
Sponsor: Louise Cornelius, Gaming General Manager
2. **Review the Paycheck Protection Program report/information and determine next steps**
Sponsor: Trish King, Treasurer

VII. ADJOURN

Posted on the Oneida Nation's official website, www.oneida-nsn.gov pursuant to the Open Records and Open Meetings law (§ 107.14.)

The meeting packet of the open session materials for this meeting is available by going to the Oneida Nation's official website at: oneida-nsn.gov/government/business-committee/agendas-packets/

For information about this meeting, please call the Business Committee Support Office at (920) 869-4364 or (800) 236-2214

Oneida Business Committee Agenda Request

Extension of Declaration of Public Health State of Emergency Until June 11, 2020

1. Meeting Date Requested: 05 / 06 / 20**2. General Information:**Session: ☒ Open ☐ Executive - See instructions for the applicable laws, then choose one:Agenda Header: ☐ Accept as Information only☒ Action - please describe:

Business Committee consider extending the Public Health State of Emergency, by adopting the attached resolution.

3. Supporting Materials☐ Report ☒ Resolution ☐ Contract☒ Other:1. 3. 2. 4. ☐ Business Committee signature required**4. Budget Information**☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted**5. Submission**Authorized Sponsor / Liaison: Primary Requestor/Submitter: Melinda J. Danforth, Director of Intergovernmental Affairs
Your Name, Title / Dept. or Tribal MemberAdditional Requestor: _____
Name, Title / Dept.Additional Requestor: _____
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

On March 12, 2020 the Oneida Business Committee declared a Public Health State of Emergency due to the need to slow the transmission and decrease the spread of COVID 19. The declaration was in effect for 30 days and set to expire on April 11, 2020.

On March 26, 2020 the Business Committee extended the Public Health State of Emergency to begin on April 12, 2020 through May 12, 2020. The extension was based upon a recommendation from the Emergency Management Director and the Public Health Officer as COVID 19 continued to spread.

With the Nation's Safer at Home Order in place until May 12, 2020 that aligns with the Nation's Public Health State of Emergency, I am requesting the Business Committee's consideration of adopting an extension to the Public Health State of Emergency by adopting the attached resolution.

A professional recommendation from Emergency Management, Health Officials and the Public Health Officer has been requested. The report will be sent to the Business Committee prior to the Business Committee meeting.

Requested Action:

1. Business Committee consider extending the Public Health State of Emergency, by adopting the attached resolution.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf OR print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

Extension of Declaration of Public Health State of Emergency Until June 11, 2020

- WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and
- WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- WHEREAS,** the federal government has proclaimed a public health emergency related to the spread of the COVID-19 virus and has identified that the spread of the virus has resulted in large numbers of individuals becoming ill and high mortality rates, impacts to the stock markets, and businesses; and
- WHEREAS,** state governors, including the State of Wisconsin, have declared public health emergencies and state public health officers have issued orders, for example, closing public schools, limiting public gatherings, and closing restaurants and bars except for take-out orders; and
- WHEREAS,** on March 12, 2020 the Chairman declared a Public Health State of Emergency, the Oneida Business Committee took actions to take steps to protect the health and welfare of the members, employees and the community, including instituting expenditure restrictions to preserve resources for the provision of governmental services to members most at risk, closure of the Nation's gaming operations, and insuring that employees will continued to be paid during the Public Health State of Emergency as long as the Nation's resources will allow; and
- WHEREAS,** the status of the COVID-19 pandemic continues to change daily with identification of hotspots occurring within certain food industries; and
- WHEREAS,** the State of Wisconsin has experienced a growth in cases now identifying 6520 positive tests, 308 deaths, and of these tests:
- there are 8 positive results in Brown and Outagamie counties
 - with identification of positive test results in JBS USA causing a closing of this area business;
 - with identification of increasing positive tests from the opening of the polling places for the state election held on April 7th; and
- WHEREAS,** the State of Wisconsin has general contact with residents of the State of Illinois (50,355 positive tests and 2,125 deaths, most of those positive tests in the Chicago area), the State of Minnesota (4,644 positive tests, 2,043 recovered, and 319 deaths), and the State of Michigan (40,399 positive tests and 3,670 deaths); and

BC Resolution _____
Extension of Declaration of Public Health State of Emergency Until June 11, 2020
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44
45 **WHEREAS,** a positive test does not identify the number of individuals who have the virus, including
46 those who are not showing symptoms or who have isolated themselves at home; and
47

48 **WHEREAS,** the initial Public Health State of Emergency declaration issued by the Chairman under
49 section 302.8-2 requested by the Emergency Management Director on March 12th would
50 expire on April 11th; and
51

52 **WHEREAS,** the Oneida Business Committee adopted resolution # BC-03-26-20-A which extended the
53 Public Health State of Emergency until May 12, 2020; and
54

55 **WHEREAS,** on April 21, 2020 the COVID-19 Core Decision Making Team has issued an Updated Safer
56 At Home Declaration which directs that individuals within the Oneida Reservation should
57 stay at home, businesses should close, and Social Distancing should be practiced by all
58 persons which is effective during the Public Health State of Emergency; and
59

60 **WHEREAS,** the Emergency Management Director and the Public Health Officer have advised extension
61 of the Public Health State of Emergency declaration supported by information from the
62 Centers for Disease Control and the level of spread of COVID-19 throughout the State of
63 Wisconsin, surrounding states, and the United States; and
64

65 **WHEREAS,** the Oneida Business Committee has determined that continuing the Public Health State of
66 Emergency for another 30 days continues to be necessary;
67

68 *Extension of Public Health State of Emergency Declaration*

69 **NOW THEREFORE BE IT RESOLVED,** that in accordance with section 302.8-5, the Oneida Business
70 Committee extends the Public Health State of Emergency declaration for an additional 30 days beginning
71 on May 12, 2020 and ending at 11:59 p.m. on June 11, 2020.



Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54155-0365
Oneida-nsn.gov



Statement of Effect

Extension of Declaration of Public Health State of Emergency Until June 11, 2020

Summary

This resolution extends the Nation's declaration of the Public Health State of Emergency for an additional thirty (30) days beginning on May 12, 2020 and ending on June 11, 2020.

Submitted by: Clorissa N. Santiago, Senior Staff Attorney, Legislative Reference Office

Date: April 30, 2020

Analysis by the Legislative Reference Office

The Oneida Business Committee adopted the Emergency Management and Homeland Security law for the purpose of providing for the development and execution of plans for the protection of residents, property, and the environment in an emergency or disaster; providing for the direction of emergency management, response, and recovery on the Reservation, as well as coordinating with other agencies, victims, businesses, and organizations; establishing the use of the National Incident Management System (NIMS); and designating authority and responsibilities for public health preparedness. [3 O.C. 302.1-1].

Under the Emergency Management and Homeland Security law the Oneida Business Committee is delegated the responsibility to proclaim or ratify the existence of a public health emergency. [3 O.C. 302.8-1]. A public health emergency means the occurrence or imminent threat of an illness or health condition which is a quarantinable disease; and which poses a high probability of a large number of deaths or serious or long-term disability among humans. [3 O.C. 302.3-1(o)]. No proclamation of an emergency by the Oneida Business Committee may last for longer than thirty (30) days, unless renewed by the Oneida Business Committee. [3 O.C. 302.8-5].

The federal government has proclaimed a public health emergency related to the spread of the COVID-19 virus and has identified that the spread of the virus has resulted in large numbers of individuals becoming ill and high mortality rates, impacts to the stock markets, and businesses. State governors, including the State of Wisconsin, have declared public health emergencies and state public health officers have issued orders, for example, closing public schools, limiting public gatherings, and closing restaurants and bars except for take-out orders.

In accordance with the authority granted to the Oneida Business Committee through the Emergency Management and Homeland Security law, on March 12, 2020, Chairman Tehassi Hill signed a "Declaration of Public Health State of Emergency" which sets into place the necessary authority should action need to be taken, and allows the Oneida Nation to seek reimbursement of emergency management actions that may result in unexpected expenses. [3 O.C. 302.8-1]. The Oneida Business Committee took action to extend this Public Health State of Emergency until May 12, 2020, through the adoption of resolution BC-03-28-20-A, "Extension of March 12th Declaration of Public Health State of Emergency." [3 O.C. 302.8-5].

On March 24, 2020, the Nation's COVID-19 Core Decision Making Team issued a "*Safer at Home*" declaration which prohibits all public gatherings of any number of people and orders all individuals present within the Oneida Reservation to stay at home or at their place of residence, with certain exceptions allowed. The COVID-19 Core Decision Making Team then issued an "*Updated Safer at Home*" declaration on April 21, 2020. Declarations made by the COVID-19 Core Decision Making Team remain in effect during the duration of the Nation's Public Health State of Emergency, unless identified to be effective for a shorter time period. [3 O.C. 302.10-3].

The Emergency Management Director and the Public Health Officer have advised extension of the Public Health State of Emergency declaration supported by information from the Centers for Disease Control and the level of spread of COVID-19 throughout the State of Wisconsin, surrounding states, and the United States. This resolution provides that the Oneida Business Committee has determined that it is necessary to continue the Public Health State of Emergency for another thirty (30) days.

Through the adoption of this resolution, in accordance with section 302.8-5 of the Emergency Management and Homeland Security law, the Oneida Business Committee extends the Public Health State of Emergency declaration for an additional thirty (30) days beginning on May 12, 2020 and ending at 11:59 p.m. on June 11, 2020.

Conclusion

Adoption of this resolution would not conflict with any of the Nation's laws.

Approve the Gaming operations re-opening date

Business Committee Agenda Request

1. Meeting Date Requested: 05/06/20

2. General Information:

Session: ☒ Open

☐ Executive – must qualify under §107.4-1.

Justification: *Choose reason for Executive.*

3. Supporting Documents:

☐ Contract Document(s)

☐ Legal Review

☐ Resolution

☒ Correspondence

☐ Minutes

☐ Statement of Effect

☐ Fiscal Impact Statement

☒ Report

☐ Travel Documents

☐ Other: *Describe*

4. Budget Information:

☐ Budgeted

☐ Budgeted – Grant Funded

☐ Unbudgeted

☐ Not Applicable

☐ Other: *Describe*

5. Submission:

Authorized Sponsor: Louise Cornelius, Gaming General Manager

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: LDUFF



Gaming General Managers Office
P.O. Box 365
Oneida, WI 54155

To: Oneida Business Committee

From: Louise Cornelius, Gaming General Manager
Gaming Administration

Date: April 29, 2020

Re: Request for Support - Oneida Casino Reopening Plan

The Gaming Division's Senior Management Team and Staff researched health and safety requirements for the reopening of our Main, Mason, and IMAC properties. The attached reopening plan was submitted to Michelle Meyers, Public Health Manager, Dr. Rivinder Vir, Comprehensive Health Medical Division Director, and Debbie Danforth, Division Director Comprehensive Health Operations.

The Gaming Senior Management Team respectfully submits this request for approval to our Oneida Business Committee.

The Gaming Senior Management Team worked with the Oneida Gaming Commission and reviewed the NIGC Reopening Guidance. We have also referenced the Wynn Las Vegas Health and Sanitation Program to ensure our reopening plan aligns with new health guidelines and gaming regulations.

A review of survey results increased our awareness of customers' top safety concerns and interest in returning to our casinos.

Adjusted operating hours allow for early morning deep cleaning at all operational properties.

The Gaming Senior Management Team is requesting Business Committee approval to open at 8:00 AM on Monday, May 11, 2020, or any day thereafter. The current plan is to open a limited operation consisting only of slot machine play at our Main, Mason, and IMAC properties. There is an ongoing assessment for opening other profit centers based on evolving health concerns and our ability to mitigate customer and employee risk in those areas. The proposed hours of operation are 8:00 AM – 4:00 AM daily, seven (7) days a week.

Our plan ensures the safety and social distancing of our customers to the greatest extent feasible. We recommend setting capacity 20% higher than the number of slot machines available for play.

We have participated in multiple meetings with the Oneida Business Committee and the Oneida Team of Health Professionals. The following safeguards have been established to prevent the spread of the COVID-19 virus:

1. Face masks will be required for employees in certain areas. Options include reusable masks made by the Oneida Wardrobe Department or disposable face masks purchased from an outside vendor.
2. Temperature checks and a brief health questionnaire of incoming employees every shift.
3. Notifications: Communication will be visible via, SharePoint, email, text, social media, in-house digital signage, outdoor advertising, and direct mail. Public address announcements promoting social distancing and responsible hygiene.
4. Facilities has established a cleaning protocol during COVID-19 social distancing.
5. Employees returning from furlough will receive training on the following subjects:
 - a. Social Distancing
 - b. Staying home when you are sick
 - c. Covering your cough or sneeze with a tissue
 - d. Proper hand washing techniques
 - e. Avoiding contact with your eyes, nose, and mouth
6. COVID-19 Time Off Standard Operating Procedure was developed for supervisors use regarding employees pay and/or time off related decisions.
7. Security will utilize iPods to monitor customer flow and maximum capacity at each of our properties.

The health and safety of our employees and customers is extremely important to Oneida Casino and we will continue to make this our top priority.

The Gaming Division requests your support and consideration of this proposed plan. Thank you.

Cc: Gaming Senior Management

Oneida Gaming Commission

Oneida Comprehensive Health Division
Oneida Community Health Center
Behavioral Health Services
Anna John Resident Centered Care Community
Employee Health Nursing



To: Louise Cornelius, Gaming General Manager
Chad Fuss, Gaming Assistant CFO

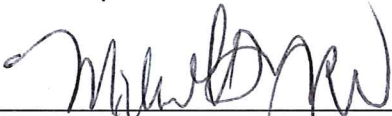
From: Michelle Myers RN, BSN, Public Health Officer

Dr. Ravinder Vir, Medical Director
Debbie Danforth RN, BSN, Operations Director
Oneida Comprehensive Health Division Directors

Date: April 30, 2020

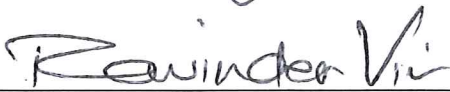
Re: Casino Reopening Plan Approval

The Casino staff have completed extensive research and have taken numerous measures to assure the safety of their staff and patrons through their reopening plan. The staff have gone above and beyond to assure that our recommendations have been taken into consideration to assure they continue to provide a safe and clean gaming facility. It has been a pleasure to work with the Gaming Team and we are confident that their measures that they have implemented will meet with their patron's and their employee's approval. After thorough review of the Casino plan and our scheduled Walk Through today, we find the plan acceptable for approval for Reopening of the Casino based upon their scheduled target date.




Michelle Myers RN, BSN
Oneida Nation Public Health Officer

5/1/2020
Date



Ravinder Vir, MD, Medical Director
Oneida Comprehensive Health Division Dir

5/1/2020
Date



Debra Danforth RN, BSN Operation Director
Oneida Comprehensive Health Division Dir

5/1/2020
Date

Mailing Address: P.O. Box 365, Oneida, WI 54155
<https://oneida-nsn.gov/resources/health/>

Oneida Community Health Center
Behavioral Health Services
Anna John Resident Centered Care Community
Employee Health Nursing

525 Airport Rd., Oneida, WI 54155
2640 West Point Rd., Green Bay, WI 54304
2901 S. Overland Rd., Oneida, WI 54155
701 Packerland Dr., Green Bay, WI 54303

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Phone: (920) 869-2797
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Fax: (920) 869-1780
Fax: (920) 490-3883
Fax: (920) 869-3238
Fax: (920) 405-4494

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*Disclaimer: Plans are continuously being improved and upgraded

Lisa L. Duff

From: Louise C. Cornelius
Sent: Monday, April 27, 2020 2:04 PM
To: Lisa L. Duff; Diana L. King
Subject: FW: Updatd Casino Health Plan
Attachments: Oneida Casino Plan to Open Master 04-23-2020.docx

From: Chad M. Fuss <cfuss@oneidanation.org>
Sent: Monday, April 27, 2020 10:58 AM
To: Ravinder Vir <rvir@oneidanation.org>; Michelle L. Myers <mmyers@oneidanation.org>
Cc: Debra J. Danforth <ddanfort@oneidanation.org>; Louise C. Cornelius <lcornel3@oneidanation.org>; Brenda J. Mendolla-Buckley <bbuckley@oneidanation.org>; Lorna G. Skenandore <lskenand@oneidanation.org>; Fawne M. Rasmussen <fteller@oneidanation.org>
Subject: Updatd Casino Health Plan

Dr. Vir,

Here is the newest updated plan. Please let us know who we can work with to do a walk through with soon.

Chad Fuss
Oneida Casino
Gaming Assistant- Chief Financial Officer
cfuss@oneidanation.org
W: 920-429-3264
C: 920-606-9931



In order to be able to recover and reopen Oneida Casino, the following are the steps that will be taken:

- **State of Wisconsin- Department of Health Services Emergency Order #28,**
 - **Enforcement and Applicability**
 - **17. Tribal Nations**
 - **Activities by Tribal members within the boundaries of their Tribal reservations and federal land held in trust for any one of the eleven federally recognized Tribes in Wisconsin are exempt from the restrictions in this Order but may be subject to restrictions by Tribal authorities.**
 - **Non-tribal members should be respectful of and avoid non-essential travel to Tribal territory.**
 - **Wisconsin's local governments shall coordinate, collaborate, and share information with the Tribal Nations in their region.**
- **Oneida Nation COVID-19 Core Decision Making Team Declaration- Updated Safer at Home April 24, 2020**
 - **2. Business Operations**
 - **a. Non-Essential Business and Operations Must Cease.** All for profit and non-profit businesses within the Reservation, except Essential Businesses and Operations as defined below, must cease all activities, except:
 - i. Minimum Basis Operations, as defined below
 - ii. Any operations consisting exclusively of employees or contractors performing activities at their own home or residences (i.e., working from home).
 - **b. Safe Business Practices**
 - ii. Essential Businesses and Operations are encouraged to remain open. Essential businesses and operations shall:
 - 1.To the greatest extent feasible, comply with Social Distancing Requirements as defined in this Declaration between all individuals on the premises, including but not limited to employees, customers, and members of the public.
 - 2.Restrict the number of workers present on premises to no more than is strictly necessary to perform the essential operation.
 - 3.Increase standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.
 - 4.Adopt policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.
 - iii. Essential Businesses or Operations that remain open for in-person sales, including retail stores, shall:
 - 1.Consider establishing curbside pick-up to reduce instore traffic and mitigate outdoor lines.
 - 2.For stores with less than 50,000 square feet of customer floor space, limit the number of people in the store (including employees) to 25% of the total occupancy limits established by the local municipality.
 - 3.For stores of more than 50,000 square feet:
 - a. Limit the number of customers in the store at one time (excluding employees) to 4 people per 1,000 square feet of customer floor space.
 - b. Offer at least two hours per week of dedicated shopping time for vulnerable populations, which for purposes of this Declaration are people over 60, pregnant women, and those with chronic conditions like heart disease, diabetes, and lung disease.

- 4. Establish lines to regulate entry in accordance with occupancy restrictions in sections 2.b.iii.2. and 2.b.iii.3., with markings for patrons to enable them to stand at least six feet apart from one another while waiting. Stores should also use alternatives to lines, including allowing customers to wait in their cars for a text message or phone call and scheduling pick-ups or entries to the store.
- 5. Provided that, Oneida One Stop retail locations shall operate under Social Distancing Requirements and plans approved by the Public Health Officer.
- c. Provided further that, gaming shall begin operations only upon approval of the safe re-opening plans by the Public Health Officer and approval of the Oneida Business Committee.

Oneida Casino will be ready to open at 8:00am on Date X (May 1st, 2020 or any day thereafter). The current plan is to open a limited operation, which would consist of slot machines for play, at three of our properties – Main-Airport, Irene Moore Activity Center and West Mason. The hours of operation would be from 8 am until 4 am daily, seven (7) days a week.

In order to ensure the safety and social distancing of our customers to the greatest extent feasible, we recommend capacity to be 20% over the slot machines available for play. This will be within the maximum capacity limits of each facility of the Main Casino, Irene Moore Activity Center and West Mason Street Casino.

Customer entrances would be located at:

Main Casino- North Side Ramp Entrance and South Side Valet Entrance

IMAC- West Side Annex Entrance only

W. Mason - North side Canopy Entrance only

Employee entrances would be located at:

Main Casino- North Side 1st floor Ramp Entrance

IMAC- West Side Employee Entrance

W. Mason - West Side Entrance Only

Health & Safety Program

- **Employee and Guest Health-** The health and safety of our employees and guests is our number one priority.
 - **Notification:** Employees and guests will be constantly reminded to practice distancing and responsible hygiene as expectations. This communication will be visible to both employees and guests via email, text, social media, in house advertising, external advertising, direct mail and announcements.
 - **Physical Distancing.** To the greatest extent feasible guests will be advised to practice physical distancing by standing at least six feet apart while standing in lines. Slot machines and other physical layouts will be arranged to ensure proper distancing. Employees will be reminded not to touch their faces and to practice physical distancing by standing at least six feet away from guests and other employees whenever possible. Occupancy limits will be adhered to.
 - **Hand Sanitizer-** Hand sanitizer dispensers, touchless if possible, will be placed at key guest and employee entrances and contact areas such as the gaming floor, reception areas, restaurants, and high traffic customer and employee areas.
 - **Front of the House Signage-** Front of the house signage will consist of reminders of the safety expectations at Oneida Casino.
 - **Back of the House Signage-** Back of house signage will remind employees of safety expectations at Oneida Casino.
 - **Employee & Guest Health Concerns-** Oneida Nation's Health Professionals will be the direct contact if there are any concerns with COVID-19 cases.
- **Employee Training before return**
 - Physical changes
 - Plexiglass installed

- Floor markings in place to guide employees and customers
 - Equipment moves in departments
 - Beverage distribution changes for customer and employee
- Administrative changes
 - Slot games only
 - Virtual and safe distancing meeting
 - Safe workplace training and educational materials
 - Daily casino closure for extra sanitizing
- Required safety practices
 - Safety masks worn by employees based on their roles
 - Describing how to wear
 - Gloves utilized when sanitizing surfaces and how to handle and dispose
 - Social Distancing and what that means
 - Hand Hygiene, how to and when to wash
- Helping others follow safety rules
 - Empower employees to help others follow safety rules
- Symptoms of COVID 19
- **Employee Responsibility**
 - **Employee Breakrooms-** To the greatest extent feasible employees will adhere to the six-foot rule while on breaks and will utilize one dedicated break area. Employee is expected to disinfect area after break is done with approved disinfectant wipes.
 - **Protection/Hand Washing-** Encourage all employees when coughing or sneezing to utilize etiquette by utilizing the elbow area to cover. Correct hygiene and frequent handwashing with soap is vital to help combat the spread of the virus. All Oneida Casino employees will be instructed to wash their hands or utilize hand sanitizer frequently following activities such as using restroom, sneezing, touching the face, blowing the nose, cleaning, sweeping, mopping, smoking, eating, drinking, entering and leaving the gaming floor, going on break, and before or after starting a shift.
 - **COVID-19 Training-** All Employees with will receive training on COVID-19 safety and sanitation protocols.
 - **Personal Protective Equipment (PPE)-** Appropriate PPE will be worn by employees in collaboration with Oneida Nation Health Professionals, as well as information sought out by the Center for Disease Control (CDC). An assessment will be completed by area to determine what areas will be mandated to wear masks, which areas will be highly recommended and which areas will be optional. Employees who are mandated to wear masks will be provided one. Employees who are highly recommended to wear or optional will provide their own facial covering. Plexiglass will be put up as a barrier at all points where employees are working static jobs with customer interaction such as: Cage Cashier, Players Club Team Member, Restaurant Podiums, etc.
 - **Daily Pre-Shift & Timekeeping-** An attempt will be made to stagger employee arrival start and end times to minimize traffic volume in behind the house corridors. Time clocks will have six-foot spaces measured out in order to adhere to social distancing. Hand sanitizer will be available at each timeclock location and employees will be required to sanitize after clocking in and out.
- **The Guest Journey**
 - **Guest Arrival-** Customers will have a dedicated entrance per locations, along with constant communication about expectations and responsible behavior.
 - **Facemasks, hand sanitizer and hand wipes will be available for purchase.**
 - Smoking will be prohibited upon opening and will be assessed as other Nations reopen.
 - Security will be utilizing an app to control the total number of people in the three casinos, not exceed to the determined threshold determined.

- **Employee Breakrooms**

- Alternative break room locations
 - Main: Lombardi's and Soaring Eagle
 - IMAC: Bingo Hall
 - Mason: Conference Room (former F&B storage)
- Social distancing will be adhered to. Pre-identify six-foot spacing for employees
 - Seating
 - Appliance access
- No smoking/vaping in any breakroom building

Safety/Cleaning Mitigation Plans Specific to Departments

- **Slots**

- Minimize Contact with Guests:
 - Only interact when asked to or via change light
 - Make PA announcements regarding need to use the change lights
 - To the greatest extent feasible keep distances when servicing machines
 - Ask guest to remove Players Club card when needed.
 - Wipe down machine surfaces before and after servicing
 - Ask guest to step far enough away to maintain safety
 - Jackpot payouts
 - Write down driver's license information and SS ID information without handling cards
 - Count cash onto chair or another flat surface
 - Do not hand money directly to guest
 - Wipe down pen and sanitize hands after the payout

- **Cleaning**

- Assist custodial in wiping down machines after each customer finishes playing
 - All floor employees need to have access to assist with disinfectant
- Keys in the Key Watcher
 - Will need to be disinfected regularly

- **Accounting Operations**

- Move hand sanitizer stations from Table Games to the Cage window and next to every NRT in service.
- Move ID and credit card readers to a place that the customers will be able to utilize themselves.
- Get a hand sanitizer station placed next to the Cage window for customer use
- Ideally get a hand sanitizer station placed next to every NRT we put into service and every ATM
- Using disinfected wipes from within the Cage, the Cashier wipes down the counter and Ingenico (card reader) between every customer interaction. We must determine if the electronic device can be stretched to the window opening where the customer would dip/swipe their own card for Check Cashing. This would create a hands-free transaction except for the physical exchange of currency.
- Cage – Andy D (from MIS) to complete up to three days prior to opening
 - Check List completed
 - Roll gaming dates in CMP (End Cage Shift)
 - Verify gaming date
 - Test Employee logins
 - Test switching to and from SDS Blue screen
 - Test Ticket redemption
- Contact Loomis when to begin picking up deposits
- Contact DiTronics to fill the ATMs

- **Marketing Executive Services**

- Include a player's club card with every comp issued. Hosts would be responsible for printing cards and attaching to comps.
- Create a basket for players to drop their last term cards. Hosts typically take last terms cards, otherwise the customers do not dispose. Hosts to use gloves and dispose once a day. Basket to be sanitized once a day.
- Create customer distance squares away from VIP Lounge desks. If possible, signage outside lounge covering safety measures.
- Cleaning for area: each host will be responsible for cleaning their workstation prior to and ending their shift. Each host will be stationed with social distancing in mind.
- Player interaction will change as we will not actively go on the floor to deliver comps, keeping social distancing in mind. They can still pick up from the lounge, employees sanitize after each customer interaction.
- Popcorn, water and business center will remain shut down.
- Gold Touches will remain discontinued to social distancing.
- We will keep the doors open to the lounges while an employee is working.
- Implement a temporary 'food comp on card only'. This eliminates printing, signing and giving to players which would be unnecessary if we just put it on the card, limiting direct contact.

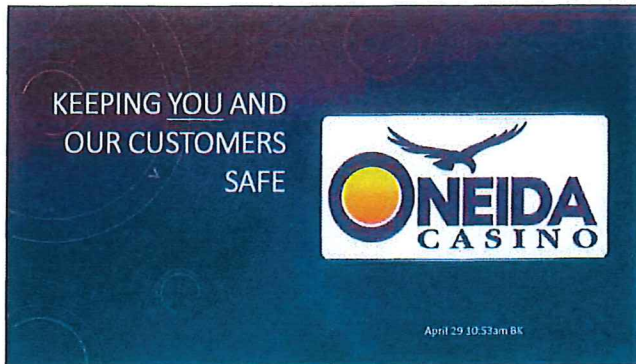
- **Marketing Players Club**

- PC employees will have the option to:
 - Conduct cleaning/sanitizing procedures prior to opening and/or prior to taking over for another employee
 - After each guest interaction the employee will sanitize work area to include counter-top; pin pads; PC Cards; pens; phone; e.g. anything the customer may have touched while servicing customer at the booth
 - To the greatest extent feasible ensure customers are practicing social distancing by standing on 6ft marker on floor and limiting their interaction to only what is necessary
 - Tape off 6 ft on floor at each booth location to ensure employees are practicing social distancing
 - Guests will be asked to verbally read their Players Club number to the club employee. Identification can be verified by the database driver's license photo. If photo can't be identified, then customer will be asked to provide further information.
 - Additional safety signage will be visible to customers upon approaching

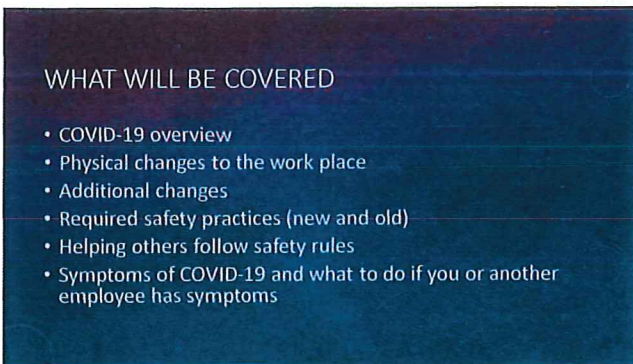
- **F&B**

- **The Lodge**
 - Opening a grab n' go concept.
 - The bar will open. Safe handling practices TBD
 - Social distance seating will be enforced
 - IMAC will provide a grab n' go concept provided by The Lodge
 - We will evaluate a full menu option based on demand and safety
 - Gloves and masks will be worn based on menu and distribution of food
- **Spectra**
 - Deli Menu will be limited, with closed bottle alcohol
 - Hours will be 11 am to 8 pm daily.
 - Social distancing and seating will be implemented
 - Continuous cleaning and sanitizing would happen.
 - Gloves and masks will be worn based on menu and distribution of food
- **Radisson**
 - Noodle Bar opened from 11am to 11pm daily and 12 pm on weekends
 - Precooked meals for customer to choose from
 - Would put in to go box and bagged for customer
 - Glove and masks would be worn and would utilize plexiglass for cashiers
 - Continuous cleaning and sanitizing would happen, as well as lines for 6-foot social distancing

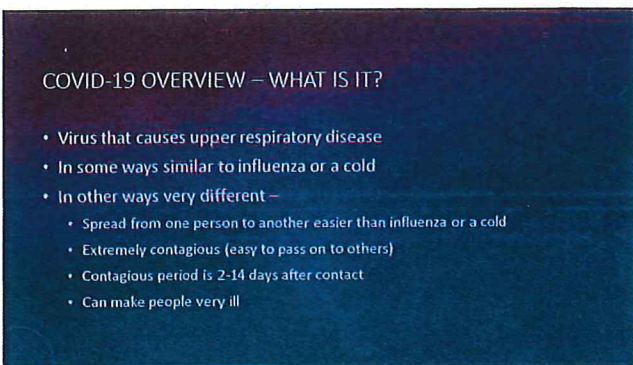
- Limited menu
- **Customer Service**
 - Watch machines for guest – while maintaining safe distance
 - Assist guest with drinks from self-serve (dependent on Government guidelines)
 - Self Service stations will be accessed by employees only
 - Hours of operation for each self-service station will be established and posted
- **Custodial**
 - To the greatest extent feasible, slot machines will be wiped down to ensure that we keep our customers safe.
 - Frequent **disinfecting** will consist of:
 - 1-2 person teams continual moving through the facility cleaning only machines.
 - Attempting to clean each machine after each use
 - Deep cleaning of all usable slot machines daily from 4 am to 8 am.
 - To the greatest extent feasible clean and sanitize 100% of facilities and equipment to ramp up for opening to the public and Oneida personnel returning for business. Train, educate and communicate all additional duties, responsibilities and expectation with this new process.
 - Due to Health and Safety for all guests and Oneida personnel, the Custodial department will be essential. Along with normal daily cleaning of the facilities, **additional cleaning/sanitizing wipes** will be used to entail:
 - Wiping down frequently touched surfaces hourly- doors, counters, windows, elevators, escalators, chairs, printers, etc....
 - Clean restrooms hourly
 - Clean ATM's, NRT's, Key Watchers, Time Clocks hourly
 - Clean share equipment every shift- such as radios, offices equipment, keys, etc....
 - To the greatest extent feasible train employees on proper use of PPE and cleaning supplies. Includes other departments that are also assisting with cleaning.
 - Training should include when to use PPE, what PPE is necessary, how to properly put on, use, and take off, and how to properly dispose of PPE; Trained on any chemical hazards
 - Evaluate supply chain to ensure availability of cleaning supplies
 - To the greatest extent the following supplies will be utilized:
 - Virex II 256- One step disinfectant cleaner and deodorant
 - Glance NA- Glass and Multi-Purpose cleaner non-ammoniated
 - Stride Citrus- Neutral Cleaner
 - Other product offerings:
 - Hand Sanitizer- strategically placed throughout the facilities for high traffic frequently touched areas and where customer and employee transactions take place
 - Disinfectant wipes- available for employees to clean counters, credit card equipment, player cards etc.....
 - Sneeze guards by all transaction windows and counter spaces that are utilized for customer and employee interaction
 -



1



2



3

COVID-19
OVERVIEW – HOW
IT IS SPREAD

- Coughing, sneezing, talking
- Shaking hands, hugging
- Touching contaminated objects or surfaces such as:
 - Cell phones
 - Purses
 - Door handles
 - Light switches
 - Other objects

4

HOW COVID-19 SPREADS

PERSON-TO-PERSON
A person with COVID-19 can spread the virus to others through coughs, sneezes, or saliva. This can happen when they are near you, or when they touch a surface and you then touch that surface.

SURFACES
The virus can live on surfaces for up to 90 minutes. If you touch a surface that has been touched by someone with COVID-19, you can get the virus.

AIR
The virus can be spread through the air when someone with COVID-19 coughs or sneezes. This can happen if you are within 6 feet of them.

5

PHYSICAL
CHANGES TO
THE
WORKPLACE

- Participate in team meetings in high-traffic customer locations
- Rooming in high-traffic areas to allow employees and customers for proper distancing
- Equipment in departments moved
- Reception desk location changed for customer and employee safety

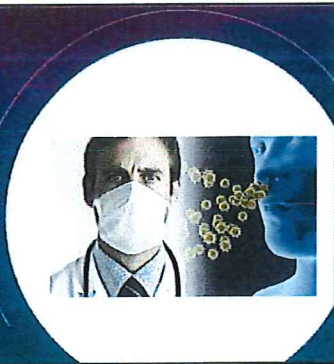
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ADDITIONAL CHANGES

- Daily screening of Gaming employees
- Slot games only – no Table Games or Bingo at this time
- Virtual and safe distancing meetings
- Safe workplace training and educational materials
- Daily Casino closure for extra sanitizing
- Limiting number of customers at each location

7

FACE MASKS



8

FACE MASK

Face masks will be worn by employees based on their role and responsibilities while on Casino property

Face masks will be provided

9

FACE MASK – HOW TO WEAR

- Face masks/coverings should:
 - Fit snugly but comfortably against the side of the face over your mouth and nose and chin
 - Be secured with ties or ear loops
 - Include multiple layers of fabric
 - Allow for breathing without restriction
- Avoid touching the mask while wearing it (wash hands or sanitize if inadvertently touched)

10

HOW TO WEAR A MEDICAL MASK SAFELY

Do's →

Don'ts →

FACE MASK DON'TS

- Do not use a ripped or damp mask
- Do not wear the mask only over the mouth or nose
- Do not wear a loose mask
- Do not touch the front of the mask
- Do not remove the mask to talk to someone
- Do not leave your used mask within the reach of others
- Do not reuse a paper mask

11

FACE MASKS

Cloth face masks should be able to be laundered and dried without damage or changing shape (should be laundered regularly)

Disposable face masks must be disposed of immediately after each use

12

FACE MASKS

- To remove your face mask safely:
 - Handle the straps only
 - Do not touch the front of the mask
 - Avoid touching your eyes, nose and mouth when removing

NOTE: If your glasses fog up try antifogging spray, or look up some tricks on the internet

13

FACE MASKS

- To eat, drink, smoke:
 - Pull the mask down below your chin, OR
 - Remove the mask safely
 - Fold outside edge to outside edge
 - Place into a paper bag for reuse (some available in break rooms)
 - Wash or sanitize hands after removing mask

14

FACE MASK
LIMITATIONS

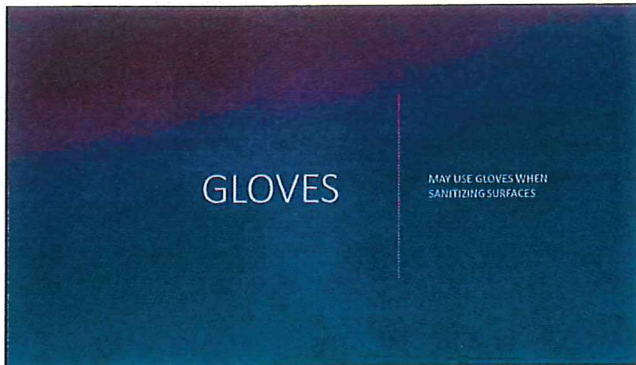
NOT designed or certified to prevent inhaling airborne contaminants such as COVID-19

Are designed to be placed on sick people - OR people who don't know they are infected - to limit the spread of infection

Are designed to protect yourself from splashes or sprays of bodily fluids

May also keep contaminated fingers/hands away from your mouth and nose

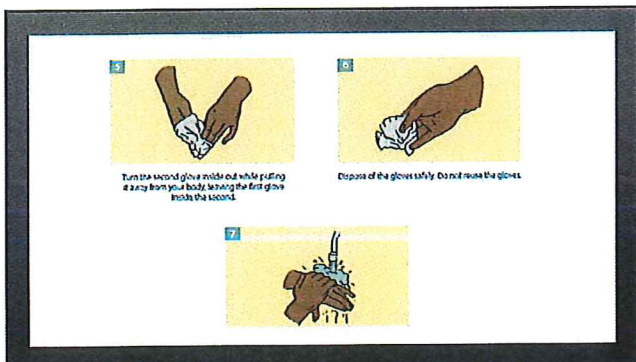
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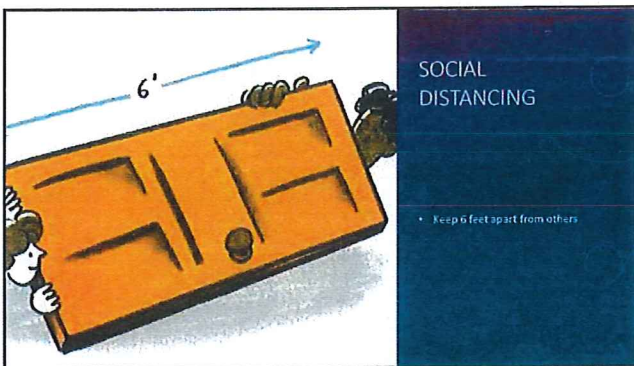


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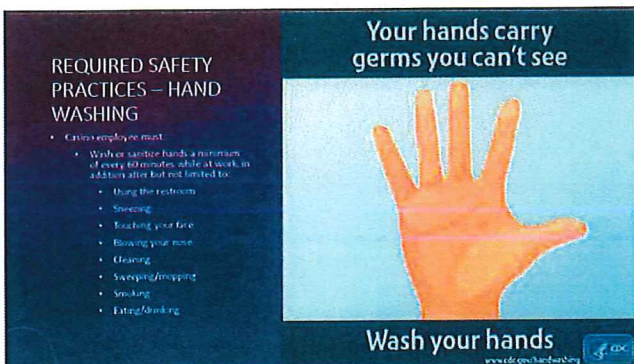
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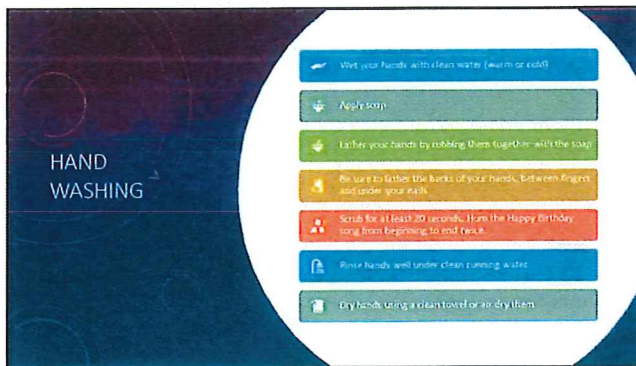
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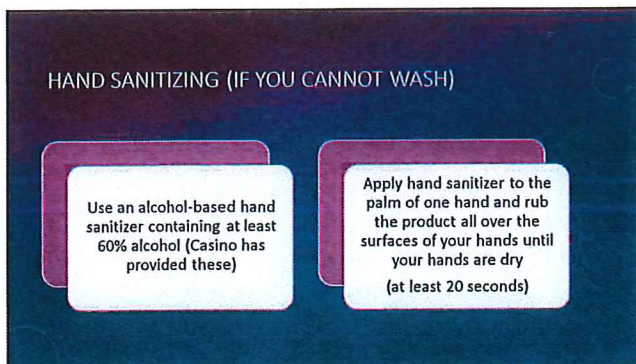
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23



24

HAND SANITIZING NOTES

Apply enough product on hands to cover all surfaces

Do not rinse or wipe off the hand sanitizer before it's dry, it may not work as well against the germs

25

HELPING OTHERS FOLLOW SAFETY RULES

- Think of cues you can help remind others if they are not following the health and safety rules...

26

FACE MASK

Face masks save lives!

The face mask may be uncomfortable – but protect the Casino from spreading the disease!

Don't forget cover your mouth and nose

27

SOCIAL DISTANCING

- Social distancing saves lives!
- Two arm lengths!
- Back up – you're getting into my 6 foot bubble

28

WASHING HANDS

- Don't forget it takes 20 seconds of lathering to kill germs!
- What 20 second song do you sing when you lather your hands?
- Oops, you touched your eyes, don't forget wash or sanitize!

29

SYMPTOMS OF COVID-19 – STAY HOME IF YOU ARE SICK

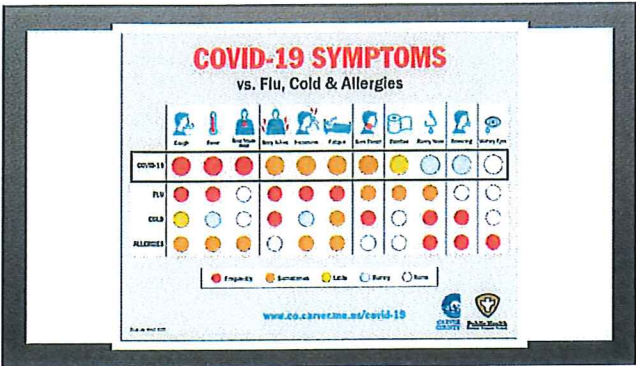
Symptoms can appear 2-14 days after you are exposed to the virus that causes COVID-19

You may have mild to severe illness:

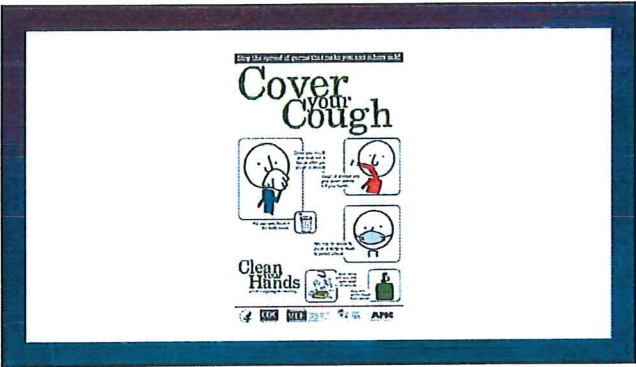
- Fever
- Cough
- Shortness of breath

Seek medical attention if you are having emergency warning signs including: trouble breathing, persistent pain or pressure in the chest, new confusion or not able to be woken, bluish lips or face

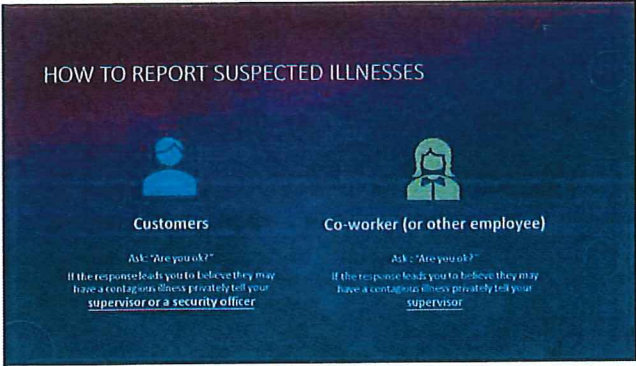
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31



32



33

HOW TO
REPORT
SUSPECTED
ILLNESSES –
YOUR OWN

If you are sick, call in using your normal call in procedures

Call your health provider if you feel necessary

If diagnosed with COVID-19 or ordered by Health Official to quarantine or isolate provide documentation to your supervisor

Public Health Officials will notify people who may have been exposed

34

IF YOU HAVE QUESTIONS

- Contact your supervisor
- Supervisors are expected to seek unknown answers through the proper channels including but not limited to:
 - Chain of command
 - Security
 - Human Resource / Personnel Services Department

35

Louise C. Cornelius

From: Timothy J. Skenandore
Sent: Friday, April 24, 2020 2:21 PM
To: Louise C. Cornelius; Lorna G. Skenandore; Chad M. Fuss; Brenda J. Mendolla-Buckley; Fawne M. Rasmussen
Cc: Timothy J. Skenandore
Subject: Casino Cleaning During COVID 19 Social Distancing
Attachments: Main Casino Sections Current 04.07.14.pdf

Hello,

Attached is an example of the custodial sections at Main Casino. All facilities have sections predetermined for custodial assignments.

- All normal custodial duties and responsibilities will be complete daily, weekly, monthly or as work orders are generated.
- All normal PPE is available for all employees using our products and equipment while helping out.

Additional responsibilities during COVID 19 social distancing:

- Wipe down frequently touched surfaces hourly – doors, counters, windows, elevators, escalators, chairs, printers, etc.
- Clean restrooms hourly
- Designated employees at each facility continually wiping down slot machines after each customer use best we can
- Clean ATM's, NRT's, KeyWatcher's, Time Clocks, hourly
- Clean shared equipment every shift – radio's, offices, equipment, keys, etc.
- Deep Cleaning all usable slot machines daily from 4 am – 8 am.

Cleaning products

- Virex II 256 - One Step Disinfectant Cleaner and Deodorant (EPA approved for COVID 19 listing on CDC)
- Glance NA – Glass & Multi-Purpose Cleaner Non-Ammoniated
- Stride Citrus SC – Neutral Cleaner

Other Products Available

- Hand Sanitizer – strategically placed throughout the facilities for high traffic frequently touched areas and where customer and employee transactions take place.
- Disinfectant wipes – available for employees to clean counters, credit card equipment, players cards, etc..
- Sneeze guards by all transaction windows and counter spaces that are utilized for customer and employee interaction.

This list is not all inclusive but will give you a general sense of what to expect when we open the doors for customers. Thank you and please let me know if you need any other information.

Tim



April 24, 2020

Dear Tribal Leader:

Many of you are now weeks into a full shutdown of your gaming operations and I want to commend you for making the health and safety of your employees and patrons a priority. I understand, though, that “closed” does not mean “idle.” Every tribe, tribal gaming regulatory authority, and tribal gaming facility is no doubt in the midst of ensuring that everything is lined up and ready to go when it is determined they can safely reopen. That date, of course, depends on several factors that vary from location to location. But regardless of when you reopen, being ready to reopen means not only that employees are in place and machines are turned on, but also that everything that can be done to ensure the public health and safety at the operation has been done.

A number of resources are available as you and your colleagues identify preparations necessary to safely reopen tribally licensed gaming operations. Adequate preparation efforts are important to the success of the Indian gaming industry. I join you in knowing that this success has always and will continue to include the public’s safety.

Reopening is a careful and measured decision you must make. As Indian gaming’s federal regulatory body, the National Indian Gaming Commission (NIGC) wants to provide you with information to help your planning efforts. As you consider reopening in the future, here are some resources that might aid in the decision-making process.

President Trump has unveiled Guidelines for Opening Up America Again, a three-phased approach based on the advice of public health experts. These guidelines are available at <https://www.whitehouse.gov/openingamerica>. This resource relies on up-to-date data and an assessment of readiness in order to satisfy gating criteria before proceeding to a phased comeback at the local and regional levels.

The CDC also continues to update its website with helpful information to “help get and keep America open.” It includes guidance geared specifically toward tribes, states, localities, and territories. This can be found at <https://www.cdc.gov/coronavirus/2019-ncov/php/open-america/index.html>.

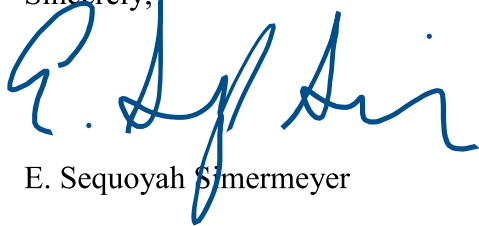
Partnerships and intergovernmental coordination at the local level are an additional resource. This resource provides an opportunity to anticipate and plan for potential outcomes before reopening. Tribally driven coordination aids in the assessment of local health conditions and neighboring jurisdictions' mitigation plans.

The NIGC continues to update resources available at www.NIGC.gov. I am attaching to this letter guidance related to your planning for a re-opening. In addition, information related to preparation measures for reopening is available on the recently updated NIGC Frequently Asked Questions document. As operations and tribal regulatory bodies identify operational questions and propose site specific solutions, the NIGC will continue to expand on how mitigation measures protect the public's safety and ensure a fair gaming operation.

Tribal gaming regulatory bodies work closely with the NIGC. They are a proven body of knowledge and often entrusted with issuing gaming facility licenses as well as attesting to environmental, public health and safety. Their expertise can provide a unique perspective and help ensure compliance with regulatory expectations. Your tribe's gaming regulatory body is an essential resource to involve in any planning process.

As you consider the appropriate measures necessary to reemerge from a temporary closure, your planning efforts are an opportunity to rebuild and emphasize your community's ability to be prepared for the future. Preparedness will continue to be an area of focus for the NIGC's work as we collaborate with you. I am grateful for your efforts as tribes promote local level planning that will continue to protect Americans.

Sincerely,

A handwritten signature in blue ink, appearing to read 'E. Smermeyer', with a stylized flourish at the end.

E. Sequoyah Smermeyer

Attachment: NIGC Guidance, Updated April 24, 2020



Reopening Guidance for Temporarily Closed Indian Gaming Facilities

April 24, 2020

The National Indian Gaming Commission has created this guidance to assist gaming tribes, their tribal gaming regulatory authorities (TGRAs) and their gaming operations as they consider reopening their gaming operations following temporary closure due to COVID-19. Although each Tribe must decide for itself whether and when to reopen, the Indian Gaming Regulatory Act, NIGC regulations, and every approved tribal gaming ordinance requires that the gaming facility be operated in a way that does not jeopardize the public health and safety. This guidance is designed to help Tribes ensure this mandate is upheld as they consider reopening.

In addition, because the NIGC also has an oversight role that includes the public health and safety, we have developed a COVID-19 Environment, Public Health and Safety (EPHS) Preliminary Assessment that our compliance staff will use to assess a gaming operation's compliance with 25 C.F.R. part 559. That assessment document is attached to this guidance. The COVID-19 EPHS Preliminary Assessment's focus is on EPHS and does not address specific internal controls or asset protection that should be considered when reopening. Those areas are addressed in this NIGC re-opening guidance. The Reopening Assessment can be used by the TGRA in conjunction with its own internal checklist or used as a building block to develop its own internal checklist. This assessment is not all-encompassing but, as designed, will give the NIGC and tribe, if they choose to use it, a quick assessment of the main areas of consideration with regards to facility licensing, EPHS attestation and other immediate considerations relative to the COVID-19 pandemic. No one item in the assessment is controlling, rather all of the factors listed are designed to be looked at as a whole, in context of the particular gaming operation. The NIGC is providing this guidance to assist the tribe and its TGRA to prepare for reopening in a way that ensures the public health and safety of your gaming facilities.

The following guidance covers both regulatory requirements found in IGRA and NIGC regulations as well as best practices and suggestions to ensure that the gaming operation is reopened and operated in a way that ensures the health and safety of employees and patrons. This information will be updated as necessary.

Regulatory and Staffing Concerns

1. The NIGC requests that tribes notify the NIGC of their intent to reopen a gaming operation.
2. Review Tribal Gaming Ordinance for any regulatory staffing and quorum requirements.
3. Ensure all key regulatory and licensed gaming positions are filled to ensure compliance with applicable regulations and control over the gaming operation. Critical regulatory positions may include: Surveillance Operators, Inspectors/Compliance Officers, Auditors, and Investigators.
4. Review and assess compliance with MICS, TICS and SICS prior to opening. *See* 25 C.F.R. § 543.
5. Verify that outsourced accounting and/or internal audit contractors are operational and ready for resumption of services. *See* 25 C.F.R. § 571.12; 25 C.F.R. § 543.
6. Review submissions due to the NIGC during the closed period and submit any outstanding submissions accordingly (licensing, audits, fees, etc.) including facility license and EPHS certifications. *See* 25 C.F.R. § 556; 25 C.F.R. § 558; 25 C.F.R. § 559; 25 C.F.R. 571.12; 25 C.F.R. 543.
7. Assess current licensing schedules, including renewals, and other decisions. Issues to be aware of under 25 C.F.R. §§ 556 and 558 include the 60-day NOR submission deadlines, 30-day notification of License Issuance, and the requirements under 25 C.F.R. § 558.3(c), which prohibits a key employee or primary management official from working greater than 90 days without a gaming license.

Public Health and Safety Recommendations (25 U.S.C. § 2710(B)(2)(e); 25 C.F.R. § 522.2(i); 25 C.F.R. § 522.4(b)(7); 25 C.F.R. § 559.4)

1. TGRAs and Operations should coordinate and implement measures to ensure public health and safety that may include patron and employee screening, personal protective equipment, physical and social distancing, sanitizing and cleaning plans and any necessary adjustments to internal controls (TICS/SICS).
2. COVID-19 Training: All employees should receive training on COVID-19 safety and sanitation protocols. More comprehensive training may be necessary for Housekeeping, Cleaners, Food & Beverage and Security. Front and back of house signage could be posted reminding employees and patrons of protocols and hygiene reminders.
3. Cleaning Protocols: Cleaning agents should be reviewed to ensure they meet EPA guidelines, are approved for use and are effective against COVID-19 and other viruses. The frequency of cleaning and sanitizing should be increased in all employee and public areas with an emphasis on high traffic areas and frequent contact surfaces.
4. Employee Hand Washing: Correct hygiene and frequent hand-washing with soap is vital to help combat the spread of the virus. All employees should be instructed to wash their hands frequently, or use hand sanitizer when a sink is not available and after any of the following activities: using the restroom, sneezing, touching the face, blowing the nose, cleaning, sweeping, mopping, smoking, eating, drinking, entering and leaving the gaming floor, going on break and before or after starting a shift.

5. Hand Sanitizers: Hand sanitizer dispensers should be placed in various locations including patron and employee entrances, reception areas, lobbies, and casino floors.
6. Personal Protective Equipment (PPE): Determination should be made if PPE should be worn by employees based on their roles and responsibilities. If PPE is used by employees, training should be provided on how to properly use and dispose of all PPE. Determination should also be made with regards to patron use of PPE including face masks. The TGRA should review applicable ordinances, regulations, and/or policies and procedures regarding the use of face masks and consider making appropriate adjustments to TICS/SICS.
7. Physical Distancing: Guests and employees should be advised to practice physical distancing by standing at least six feet apart, while standing in lines, using elevators or moving around the property. Restaurant tables, slot machines, gaming devices, table/card games, and other physical layouts should be arranged to ensure appropriate distancing.

Considerations for Gaming Floor (25 C.F.R. §§ 543; 547)

1. Test internal and external network connectivity to ensure they are functioning properly, (e.g. firewalls for both networks are up and operational).
2. Test internet connectivity.
3. TGRAs and/or Operations should coordinate with vendors to ensure that systems and support are ready to resume operations.
4. Ensure gaming systems, including game servers, have been tested for connectivity and functionality, including wide area ball calls.
5. Test the player tracking system parameters to ensure integrity and proper operation of the system.
6. Review player tracking reports to identify any anomalies such as changes to player accounts and/or point adjustments while the casino was closed. Any discrepancies should be investigated to resolution.
7. Test emergency systems including, but not limited to, smoke/fire alarms and backup generator(s).
8. Test information technology systems and backup data.
9. Review ticket redemption, player point accruals, or coupon expirations, etc. to determine if expiration dates will be extended.
10. Ensure any temporary VPN user accounts that were created during the emergency closure have been deactivated upon resumption of the gaming operations.
11. Ensure that all wide area and in-house progressive jackpot meters are correct and are properly posted for all gaming departments (gaming machines, poker, table games, etc.).

Consideration for Surveillance and Security (25 C.F.R. § 543)

1. Test to ensure surveillance systems are functioning properly, including any back up power sources.
2. Ensure all required camera views and recordings are available in accordance with 25 C.F.R part 543.21.

3. Ensure all previously deactivated electronic employee access privileges have been reactivated.
4. Test all electronic/electromagnetic locks to secure areas to ensure they are functioning properly.
5. If available, the TGRA should review the facility entry logs for non-authorized entry or suspicious activity during the time period the operation was closed.

Considerations for Cage/Vault and Revenue Audit (25 C.F.R § 543)

1. Ensure required minimum cash (See TGRA approved minimum bank role formula) is on site in accordance with 25 C.F.R § 543.18(c)(4)
(<https://www.nigc.gov/images/uploads/checklists-and-worksheets/MinimumBankrollVerification02192018.xlsx>)
2. Reconcile and fill ATMs, kiosks, and cash recyclers if previously emptied.
3. If ATMs, kiosks, and cash recyclers were not dropped prior to closing, funds should be reconciled and verified.
4. Count and verify vault and cage inventories.
5. Emergency and/or final drop proceeds should be reconciled and verified.
6. Audits of assets left in place should be conducted for the period the operation was closed e.g. pull tabs, controlled (sensitive) keys, cheques, cards, dice, bingo paper, gaming devices, pre-numbered forms, monetary instruments and other secure inventory items as appropriate.
7. Consideration should be given to the regular monthly and quarterly inventories required under 25 C.F.R. part 543.24.
8. Audits of non-gaming inventories such as food and beverage, alcohol storage, gift shops, etc. should be conducted.
9. After restoration of the accounting system has been conducted, a review of data should be conducted to identify any potential fraudulent or unauthorized activity.
10. All variances should be fully investigated to resolution.

COVID-19 Preliminary Assessment	
Tribe:	TGRA POC Name/Number:
Casino Name:	Casino POC Name/Number:
Projected Opening Date:	NIGC Compliance Officer:
Date Notified of Reopening:	Class II _____ Class III _____
Applicable NIGC Regulations	

	<p>25 CFR §559.1 What is the scope and purpose of this part?</p> <p>(a) The purpose of this part is to ensure that each place, facility, or location where class II or III gaming will occur is located on Indian lands eligible for gaming and obtains an attestation certifying that the construction and maintenance of the gaming facility, and the operation of that gaming, is conducted in a manner that adequately protects the environment and the public health and safety, pursuant to the Indian Gaming Regulatory Act.</p> <p>(b) Each gaming place, facility, or location conducting class II or III gaming pursuant to the Indian Gaming Regulatory Act or on which a tribe intends to conduct class II or III gaming pursuant to the Indian Gaming Regulatory Act is subject to the requirements of this part.</p>				
	<p>25 CFR §559.4 What must a tribe submit to the Chair with the copy of each facility license that has been issued or renewed?</p> <p>A tribe shall submit to the Chair with each facility license an attestation certifying that by issuing the facility license, the tribe has determined that the construction and maintenance of the gaming facility, and the operation of that gaming, is conducted in a manner which adequately protects the environment and the public health and safety. This means that a tribe has identified and enforces laws, resolutions, codes, policies, standards or procedures applicable to each gaming place, facility, or location that protect the environment and the public health and safety, including standards, under a tribal-state compact or Secretarial procedures.</p>				
	<p>25 CFR §559.6 May the Chair require a tribe to submit applicable and available Indian lands or environmental and public health and safety documentation regarding any gaming place, facility, or location where gaming will occur?</p> <p>A tribe shall provide applicable and available Indian lands or environmental and public health and safety documentation requested by the Chair.</p>				
	Applicable Approved Tribal Gaming Ordinance Section(s) : ¹				
	Applicable Tribal-State Gaming Compact Section(s): ²				
	The NIGC interpretive rule regarding IGRA's environment, public health, and safety mandate (Federal Register at 67 Fed. Reg. 46109 (July 12, 2002)):				
	Reopening Questions Related to EPH&S	Y	N	N/A	Notes
1	Does the TGRA attest that there is no longer a threat to public health and safety? Identify approving official.				
2	Have all applicable tribal and/or federal restrictions on businesses and/or				

	individual gatherings related to the COVID-19 Pandemic been lifted or amended that allow for reopening? Please list any existing or amended restrictions.				
3	Are there local, county, or State restrictions on businesses and/or individual gatherings related to the COVID-19 pandemic that have been determined to apply to the gaming operation and that are still in effect? ³				
4	If yes to #3, has the Tribe or TGRA reviewed those restrictions and made a determination as to how the Tribe may safely reopen?				
5	Are there other existing local, county, or State restrictions on businesses and/or individual gatherings related to the COVID-19 pandemic? ⁴				
6	Has the TGRA identified and does it have in its possession all EPHS standards applicable to the gaming facility?				
7	Has the TGRA reviewed all the EPHS standards applicable to the gaming facility and can it attest that the facility meets or will meet the standards at the time of reopening?				
8	Has the TGRA conducted or will it cause an inspection of the gaming facility to ensure the gaming facility meets the EPHS standards? List date, organization, contact information of inspector(s).				
9	Do the standards identified in #8 include requirements that the gaming facility perform a deep cleaning to a prescribed standard?				
10	Has the TGRA identified public health and/or EPHS experts to assist with				

	inspections and identification of violations of the Tribe's EPHS standards and instances of imminent jeopardy that may be caused due to the COVID-19 Pandemic?				
11	Do the standards identified in #8 include requirements that the gaming facility perform a deep cleaning to a prescribed standard?				
12	TGRA (or Tribe) adopted additional requirements/protocol to include inspection standards/schedules, use of notices, and enforcement actions, including temporary closure orders, to address the COVID-19 Pandemic?				
13	Have changes to internal controls been approved by the TGRA and/or Casino to allow for personal protective equipment (PPE) to be worn by gaming facility staff and patrons such as masks and gloves? If yes, have existing/additional standards been identified/implemented to ensure that the new policies/procedures will protect against theft. For example, if allowing count room employees to use gloves, masks, or hoods, are there other TICS/SICS in place to ensure against theft?				
14	Has the TGRA developed or adopted current monitoring, testing and reporting mechanisms to address COVID-19 Pandemic rules approved by the TGRA? Describe.				
15	Does the TGRA and Casino have the appropriate staff to ensure internal control and compliance with applicable regulations?				

16	Has the TGRA implemented any social/physical distancing measures within the gaming facility that are consistent with CDC guidelines?				
17	Has the gaming facility adopted protocol to address instances where staff or patrons report or display symptoms of COVID-19? Has the gaming facility adopted protocol to address instances where staff or patrons test positive for COVID-19? Is there a source of protocol or was the protocol developed internally?				
18	Has the Tribe or TGRA determined what indicator(s) will signal consideration for reclosing the gaming facility?				
19	Has the TGRA/Casino tested emergency service systems (fire alarms, sprinklers, etc.)?				
20	Has the TGRA confirmed the gaming facility will have adequate emergency services response (fire, EMS, police) from the agencies previously designated as first responders prior to COVID-19 Pandemic? Has TGRA ensured agencies can and will respond to calls at the gaming facility.				
21	Will areas of the gaming facility remain closed?				
22	Will the TGRA and Casino continue to monitor and prepare for the possibility of a subsequent wave of COVID-19 outbreaks? Describe preparedness plan.				
23	Is the TGRA or Operation requesting any preopening technical assistance?				

Item	Yes	No	NA	Comments
Compliance-Regulatory				
Slot Department - Opening				
Verify all department keys are accounted for and properly Secured	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Audit key watch/tracker reports during closed period. Compare against floor activity /surveillance reports during the same period. Investigate as applicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If slot machines were left on during closure, pull master game file report, identify machines showing difference in coin in from master game file report pulled before closing. Audit games showing play activity.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
For all games (left on or off), visually verify board seals have not been tampered with	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Suggest alternative measure would also be acceptable to run report (GMAR) to identify open slot doors and only visually verify the logic boards on machines that were opened
After first day live, pay special attention to slot variance reports, validate the cause of the variances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
End User Testing Results (WAP and IHP meters verified)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	IHP can be verified to be the same readings as closing recordings. However, WAP may not match
Audit manual jackpot, cash expenditure and all other forms and all cash equivalents by comparing current inventory against closing inventories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Surveillance - Opening				
Directions will be provided from the regulatory body for guidance in each phase of the process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Generator Testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cage and Vault Opening				
All funds must be 100 percent counted and verified before being issued to departments This should be performed by a person other than the employee who closed the cage and vault. If this cannot be done, ensure a witness independent of the cage or vault verifies the cash and cash equivalents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Point/Comp \$ Liability				
With points and/or comp \$ being utilized for Free Play, exchanged for cash, utilized at the POS, etc. there are many different transactions and ways to manipulate points. The offsetting account is the Point/Comp \$ Liability. Points and Comp \$ Liability should be tied out to the player club system reports upon closing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Revenue Audit - Opening				
Ensure all audits with variances are resolved prior to opening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Ensure all transaction in transit upon closing have been closed (see closing section above)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify opening paperwork and totals in all departments (listed above) tie back to the closing paperwork and totals				
Request copy of closing reports to compare to opening reports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bingo - Opening				
Verify card accountability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Test all Bingo equipment according to MICS standards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Players Club - Opening/Promotions				
Print exception report from players club. Compare against the same report generate upon closing. Identify any changes made to player accounts, points, PIN changes or other transaction occurring during closing. Investigate accordingly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Item	Yes	No	N/A	Comments
Perform an inventory count on items determined to be material from the closing. Identify any discrepancies between closing and opening inventories. Investigate accordingly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Card Games/Table Games				
Card Control Logs (Compare to closing log)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Card/Table Game Closing-(Compare to Opening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Verify Chip Count	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sanitation				
Inspections performed to ensure proper sanitation was completed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
License Requirements-Verify Posting				
Postings				
Facility License - Alcohol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Individual License - Alcohol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Age Limit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Tribal / State Tax Commission Licenses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Facility License	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Elevator Inspection Certification (in elevator or filed in GM office)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Evacuation Maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Occupancy Signs at entrances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Problem Gambling Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Rules for Play of and Prizes for Covered Games	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Title 31 Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Compliance - Other Items				
Cage				
No Personal Items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Title 31 Everi system (On-line)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cards				
Card Control Logs (Compare to closing log)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Card Storage / Destruction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Information Systems				
Proper Access Control to IDF Closets in Place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Proper Access Control to Server Room in Place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Machines				
EGMs Secured to Base	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	? Not sure I understand the reason for this one?
TITO Tickets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	? What about tickets?
UPS / Surge Protector Units (EGMS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
UPS / Surge Protector / Emergency Power Back-Up (Servers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MISC				
Drop / Count Team Schedules	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Minimum Bankroll Formula	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Variance (Overages / Shortages) Tracking (determine if any variances were found during the reopen process)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Kiosks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Item	Yes	No	N/A	Comments
GMARs (Gaming Machine Access Report)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Player's Club/Promotions				
Comps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Marketing (Promotions) (Verify what promotions will still occur, and which did not during shut down)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Personal Items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Soft Count				
Clear Containers for Supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clear Tables	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Count Forms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Currency Counters Tested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
EGM Canisters (# marked)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Drop and Count Equipment (uniforms, carts)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Items Hindering Surveillance View	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Personal Items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Storage Boxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trash Receptacles – See thru	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Security				
Key Inventory (Electronic Key System?) (Review Key Watcher Report)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Surveillance Audio/Camera in Holding Room	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vault				
Cash Inventory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chip Inventory	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Clear Containers for Supplies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Currency Counter Tested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Items Hindering Surveillance View	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Personal Items	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
No Storage Boxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Trash Receptacles – See thru	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safety - Opening				
Request that OGC-Compliance team member be present during walk through	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Obtain copy of final report

WYNN LAS VEGAS HEALTH & SANITATION PROGRAM

We are closely monitoring government policy changes, Centers for Disease Control (CDC) guidelines, government mandates, and public health advancements and will continue to make changes as necessary or appropriate to our protocols and procedures. This program has been developed in consultation with three leading public health medical professionals and fellows of Georgetown and Johns Hopkins Universities.



Version 2.1

WYNN LAS VEGAS HEALTH & SANITATION GUIDELINES

Statement from Matt Maddox, Chief Executive Officer, Wynn Resorts

At Wynn Resorts we care deeply about our family of employees and our communities. When we decided to be the first to close in Nevada, before the state required the closure of casino resorts, we did it with a heavy heart but knew it was in the best interest of our employees and community. We also understood that asking 15,000 employees to stay home during the pandemic is challenging. We chose to pay all our full-time and part-time employees for 60 days through May 15th including an estimate for tips they could earn during the closure. It is costing us approximately \$3 million per day or \$180 million for two months.

I commend our Governor, Steve Sisolak, for making the difficult decision and taking early action in the fight against COVID-19. I believe his decisions saved lives as we were facing potential exponential growth in COVID-19 exposure, given that Las Vegas caters to millions of people from all over the world.

Currently, Nevada is well positioned relative to many other states. Clearly, we will see increases in cases as we accelerate testing. The Roosevelt aircraft carrier data has shown that of the hundreds of sailors that have tested positive the majority are asymptomatic. Stanford University just published research that COVID-19 cases could be 50x higher than reported given the vast amount of asymptomatic and mildly symptomatic individuals. That means as we increase testing, we will see more cases.

So, I believe it is critical to monitor our hospitalizations as we increase testing. We passed our “peak” hospitalizations based on most national models and our hospitals were not overrun. Our COVID-19 related deaths per million are below the national average. We have also acquired enough personal protective equipment (PPE) through a public-private partnership to sufficiently supply our medical community that we all rely on for months.

We now face a new, rapidly decelerating curve we must “flatten”. Our economy is in a free fall. Nevada will likely be one of the hardest hit states in the nation and suffer very high unemployment. It is imperative to flatten this curve so we can re-emerge in a safe, sustainable way.

This plan presents what we will do to keep our guests, employees, and our community safe. Each operating department has its own customized set of procedures, even more detailed than the 20-page summary presented here. It relies on the best available science on sanitization methods in consultation with professional infectious disease experts from the best academic institutions in the country. We will continue to refine and update the plan as our experts provide us more advice. Our procedures are extensive and not applicable to all resorts in our industry.

In addition, I have been on calls almost daily with one of the country’s leading public health and pandemic preparedness experts, as well as various leaders in our medical community representing our hospitals and they agree that an incremental reopening makes sense, and that science and data must lead us out of this in a safe fashion.

In order to be able to recover and reopen in Las Vegas, this is what I believe are the right steps to take:

1. The Governor's appointed Task Force should be focused on COVID-19 testing capabilities and safely reopening the economy.
2. Reopen parts of the local Nevada economy in early May. Begin with reduced occupancy, physical distancing measures in place, temperature checks and no large gatherings. We all need to wear a mask. Wearing a mask is uncomfortable; however, it will allow our economy to reopen faster.
3. Follow the data provided by a team of modeling experts tracking benchmarks based on the following criteria:
 - a. Increases in COVID-19 testing velocity.
 - b. Hospitalizations and deaths per million should not exceed the national average over any sustained period.
 - c. Hospital critical care bed availability should be reserved based on a ratio of current COVID-19 patients in the event of a spike.
 - d. Full transparent data should be public, web based and accessible to anyone.
4. Assuming in mid- to late-May we are still in line with the benchmarks, slowly begin to reopen the Las Vegas strip with extensive safety measures in place.
5. Monitor the data every day. If we need to, marginally pull back or move forward.

The main obstacle on the list above is widespread testing. Our state, the medical community, the Task Force and resort industry leaders are focused on ways to vastly enhance testing and I anticipate it will happen over the coming weeks.

One observation, that is often times overlooked, is that many of our hospitals are in financial distress. They have stopped all elective procedures and surgeries and now mainly focus on emergency issues and COVID-19. Emergency room visits are down substantially, and we have empty beds - thankfully. Compared to last week, COVID-19 hospitalizations in many of our hospitals in Clark County have dropped by approximately 10% and the availability of ventilators has increased.

However, we must keep in mind that various hospitals will likely face significant layoffs as they bleed money during this time. The hospitals need to begin elective surgeries while retaining capacity for COVID-19 patients, otherwise our healthcare system that is meant to save lives will be badly damaged. That would be counterproductive.

I understand that if we incrementally reopen, we might have to pull back if a spike in cases occurs that jeopardizes our healthcare system capacity. However, the only way to cross this river is one stone at a time and we need to put our feet in the water before it is too late.

Wynn Las Vegas Program

1 Employee & Guest Health

The health and safety of our employees and guests is our number one priority.

Thermal Cameras. Points of entry will be limited to allow our security team to conduct non-invasive temperature checks utilizing thermal cameras. Anyone displaying a temperature over 100.0°F¹ will be taken to a private area for a secondary temporal temperature screening. Employees or guests confirmed to have a temperature over 100.0°F will not be allowed entry to the property and will be directed towards appropriate medical care.

Physical Distancing. Guests will be advised to practice physical distancing by standing at least six feet away from other groups of people not traveling with them while standing in lines, using elevators or moving around the property. Restaurant tables, slot machines and other physical layouts will be arranged to ensure appropriate distancing. Employees will be reminded not to touch their faces and to practice physical distancing by standing at least six feet away from guests and other employees whenever possible. All resort outlets will comply with, or exceed, local or state mandated occupancy limits.

Hand Sanitizer. Hand sanitizer dispensers, touchless whenever possible, will be placed at key guest and employee entrances and contact areas such as driveways, reception areas, hotel lobbies, the casino floor, restaurant entrances, meeting and convention spaces, elevator landings, pools, salons and exercise areas. Hand lotion will be provided in guest rooms and throughout the back of house (in touchless dispensers) for employees.

Front of the House Signage. There will be health and hygiene reminders throughout the property including the proper way to wear, handle and dispose of masks. Table game electronic signs will also be used for messaging and communication.

Back of the House Signage. Signage will be posted throughout the property reminding employees of the proper way to wear, handle and dispose masks, use gloves (in positions deemed appropriate by medical experts), wash hands, sneeze and to avoid touching their faces.

Employee & Guest Health Concerns. Our employees have been given clear instructions on how to respond swiftly and report all presumed cases of COVID-19 on property to the Southern Nevada Health District (SNHD). We will be ready to provide support to our guests. Employees are instructed to stay home if they do not feel well and are instructed to contact a manager if they notice a coworker or guest with a cough, shortness of breath, or other known symptoms of COVID-19. Employees and guests who are exhibiting any of the symptoms of COVID-19 while at the property are instructed to immediately notify their manager (employees) or hotel security (guests).

Case Notification. If we are alerted to a presumptive case of COVID-19 at the resort, we will work with the SNHD to follow the appropriate actions recommended by it.

¹ <https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html>

2 Employee's Responsibilities

Wynn Employees are vital for an effective sanitation and health program.

Hand Washing. Correct hygiene and frequent handwashing with soap is vital to help combat the spread of virus. All Wynn employees have been instructed to wash their hands, or use sanitizer when a sink is not available, every 60 minutes (for 20-seconds) and after any of the following activities: using the restroom, sneezing, touching the face, blowing the nose, cleaning, sweeping, mopping, smoking, eating, drinking, entering and leaving the gaming floor, going on break and before or after starting a shift.

COVID-19 Training. All employees will receive training on COVID-19 safety and sanitation protocols with more comprehensive training for our teams with frequent guest contact including Housekeeping, Food & Beverage, Public Area Department, Hotel Operations and Security.

Personal Protective Equipment (PPE). Appropriate PPE will be worn by all employees based on their role and responsibilities and in adherence to state or local regulations and guidance. Training on how to properly use and dispose of all PPE will be mandatory. Every employee entering the resort will be provided a mask and required to wear that mask while on property. Gloves will be provided to employees whose responsibilities require them as determined by medical experts including housekeeping and public area attendants and security officers in direct contact with guests.

Daily Pre-Shift & Timekeeping. Employee pre-shift meetings will be conducted virtually or in areas that allow for appropriate physical distancing between employees. Larger departments will stagger employee arrival times to minimize traffic volume in back of house corridors and service elevators. Hand sanitizer will be available at each timeclock location and employees will be required to sanitize their hands after clocking in. Our management team will ensure constant communication and proper PPE and sanitation procedures are followed and updated per the latest expert guidance.

3 The Guest Journey

Guest Arrival

A security officer will greet each visitor to the resort. Visitors will be screened and asked to use hand sanitizer and to wear a mask (which will be provided by the resort). Appropriate signage will also be prominently displayed outlining proper mask usage and current physical distancing practices in use throughout the resort.

a) Guest Arrival Valet, Taxi or Ride Share

- Guests will enter the resort through doors that are either propped open, are automated or manually operated by an employee.
- Employees will not open the doors of cars or taxis.
- Guests requesting bell service will be assisted and the bell cart will be sanitized after each guest is assisted.
- Valet services will be suspended until further notice.

b) **Guest Arrival by Wynn Limousine**

- Limos will be thoroughly cleaned before and after each use.
- No more than four guests will be permitted per SUV and no more than two guests will be permitted per sedan.
- Guests will not be permitted in the front passenger seat.

Hotel Guest Elevators

- a) An employee will be present to sanitize the button panels at regular intervals, at least once per hour.
- b) Signage will be posted to explain the current procedures.
- c) No more than four guests will be permitted per elevator.

Guest Sanitation Amenities

- a) Each guest will receive an amenity bag during check-in containing masks, hand sanitizer and a COVID-19 awareness card.
- b) A spray bottle of sanitizer or wipes will be provided in each room for guest use (subject to availability and stored out of reach of small children).

4 Cleaning Products and Protocols

Our hotels use cleaning products and protocols which meet EPA guidelines² and are approved for use and effective against viruses, bacteria and other airborne and bloodborne pathogens. We are working with our vendors, distribution partners and suppliers to ensure an uninterrupted supply of these cleaning supplies and the necessary PPE.

Public Spaces and Communal Areas. The frequency of cleaning and sanitizing has been increased in all public spaces with an emphasis on frequent contact surfaces including, but not limited to, front desk check-in counters, bell desks, elevators and elevator buttons, door handles, public bathrooms, room keys and locks, ATMs, escalator and stair handrails, casino cage counters, gaming machines, gaming tables, gym equipment, dining surfaces and seating areas.

Guest Rooms. Industry leading cleaning and sanitizing protocols are used to clean guest rooms, with particular attention paid to high-touch items including television remote controls, toilet seats and handles, door and furniture handles, water faucet handles, nightstands, telephones, in-room control panels, light switches, temperature control panels, alarm clocks, luggage racks and flooring. The existing Amazon Alexa units allow for touchless control of key features including drapery, air conditioning and lighting.

Laundry. All bed linen and laundry will be changed daily and continue to be washed at a high temperature and in accordance with CDC guidelines³. Dirty linen will be bagged in the guest room to eliminate excess contact while being transported to the laundry facility.

² <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>

³ <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Back of the House. The frequency of cleaning and sanitizing will also increase in high traffic back of house areas with an emphasis on the employee dining rooms, employee entrances, uniform control rooms, employee restrooms, loading docks, offices, kitchens, security scanning podiums, Employee Relations service desks and training classrooms.

Shared Equipment. Shared tools and equipment will be sanitized before, during and after each shift or anytime the equipment is transferred to a new employee. This includes phones, radios, computers and other communication devices, payment terminals, kitchen implements, engineering tools, safety buttons, folios, cleaning equipment, keys, time clocks and all other direct contact items used throughout the resort. The use of shared food and beverage equipment in back of the house office pantries (including shared coffee brewers) will be discontinued.

Room Recovery Protocol. In the event of presumptive case of COVID-19 the guest’s room will be removed from service and quarantined. The guest room will not be returned to service until case has been confirmed or cleared. In the event of a positive case, the room will only be returned to service after undergoing an enhanced sanitization protocol by a licensed third-party expert and approval by the SNHD.

Air Filter and HVAC Cleaning. The frequency of air filter replacement and HVAC system cleaning has been increased and fresh air exchange will be maximized.

5 Locations for the Distribution of Personal Protection Equipment (PPE)

Front of the House	Back of the House
All Resort Entrances & Exits	Employee Entrances
Registration & Concierge	Department Specific Locations
Red Card Kiosks	Including Kitchens, Security Podiums, Housekeeping & PAD Closets

6 Physical Distancing

Throughout the resort we will meet or exceed state and local health authority guidelines on proper physical distancing.

Queuing. Any area where guests or employees queue will be clearly marked for appropriate physical distancing. This includes check-in, check-out, elevator lobbies, coffee shops and casual dining and taxi lines.

Hotel Front Desk, Business Center and Concierge. Agents will utilize every other workstation to ensure separation between employees whenever possible.

Restaurants and Bars. Restaurants and bars will reduce seating capacities to allow for a minimum of six feet between each seated group/party of guests.

Slot Operations. Slot machines will be turned off and/or reconfigured with the chairs removed to allow for physical separation between guests. Casino Supervisors and managers will ensure that guests do not congregate around slots.

Table Games Operations. Table games will have chairs removed and every other table will be open. Casino Supervisors and managers will ensure that guests do not congregate in groups.

Meeting and Convention Spaces. Meeting and banquet set-up arrangements will allow for physical distancing between guests in all meetings and events based on CDC⁴ and state recommendations. Self-serve buffet style food service will be suspended and replaced by alternative service styles.

Retail Spaces. In coordination with our retail partners and tenants, guest occupancy limits will be enforced to allow for appropriate distancing at our owned and leased retail spaces.

Pools. Pool seating will be configured to allow for at least six feet of separation between groups of guests.

Back of the House. Physical distancing protocols will be used in the employee dining rooms, uniform control areas, training classrooms, shared office spaces, the employee services window (via a teller style window) and other high-density areas in order to ensure appropriate distancing between employees.

⁴ <https://www.cdc.gov/coronavirus/2019-ncov/community/large-events/mass-gatherings-ready-for-covid-19.html>

DEPARTMENT SPECIFIC SANITIZATION POLICIES

Additional department and protocols are under review and will be added/modified as developed

EMPLOYEE SERVICES & HUMAN RESOURCES

7 Uniform Control

Cleaning & Sanitizing Protocol

- a) Laundry to be cleaned in accordance with CDC guidelines⁵

Physical Distancing Protocol

- a) A uniform control employee will be stationed at the entry to control maximum occupancy of the space
- b) Clearly defined lines and waiting areas to be clearly marked on the floor in front of the uniform distribution counters
- c) Locker room floors to be clearly marked with available and unavailable spaces to be used for dressing
- d) One employee at a time will be allowed into the processing area for loaners and exchanges

Guest Considerations

- a) No department specific requirements

CASINO OPERATIONS

All guests wishing to gamble will be requested to briefly lower their masks for age and identification purposes in compliance with Nevada gaming requirements.

8 Casino Cage

Cleaning & Sanitizing Protocol

- a) Guest facing counters to be sanitized at least once per hour

Physical Distancing Protocol

- a) Guests to maintain six feet of separation while waiting in line with the spacing to be clearly marked on the floor

Guest Considerations

- (a) Hand sanitizer bottles are located on the guest counter at the Wynn Baccarat Cage
- (b) Hand sanitizer stations are located outside of the Wynn and Encore Main Cages

9 Slot Operations

Cleaning & Sanitizing Protocol

- (a) Hand sanitizing stations on the Wynn Casino floor including one adjacent to Red Card Booths and all ATMs
- (b) Workstations to be sanitized at least once every four hours
- (c) Slot attendants to offer to sanitize slots for guests sitting down at a machine
- (d) Slots to be sanitized at least once every four hours
- (e) Slot supervisors to complete a log in each section to track each machine's sanitization schedule

⁵ <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Physical Distancing Protocol

- (a) Slot machines will be turned off and/or reconfigured with the chairs removed to allow for separation between guests
- (b) Guests to maintain six feet of separation while waiting in line at Red Card Booths

Guest Considerations

- (a) Hand sanitizer dispensers to be placed throughout the slot floor
- (b) Signage will be placed throughout the slot floor to remind guests to sanitize slot machines before use or contact a slot attendant for assistance

10 Table Games Operations**Cleaning & Sanitizing Protocol**

- (a) Supervisors to sanitize table game rails after each guest leaves a game
- (b) Supervisors to sanitize each chair area after each guest leaves a game
- (c) Dealers to sanitize dice for each new shooter
- (d) Dealer to sanitize the on/off button when entering a game
- (e) Dealer to sanitize the exterior of the card shoe when entering a game and the interior of the card shoe when the game goes dead
- (f) Supervisors to sanitize the outside of shufflers every four hours; inside to be sanitized once per week
- (g) Roulette wheel head, ball and dolly sanitized when a new dealer enters the game
- (h) Supervisor to sanitize the Chipper Champ every hour
- (i) Pai Gow tiles sanitized when new dealer enters game
- (j) Big Six Wheel spokes and mirror to be sanitized by opening and closing supervisor
- (k) Pit Podiums to be sanitized by Pit Administrator every hour including phones, computers, Veridocs, all hard surfaces and cabinetry
- (l) Visual Limits and Elo units to be sanitized every time a new supervisor enters the pit
- (m) Dealer to sanitize the money paddle when arriving at the game
- (n) Baccarat discard pile and BJ discard holders to be sanitized by supervisor once every four hours
- (o) Dealer to sanitize token boxes when entering a game
- (p) PAD to increase trash pick-up in pits
- (q) Pit Technicians to sanitize hard surfaces and push carts at the beginning and end of each shift
- (r) Chip cleaning solutions being reviewed – pending expert guidance
- (s) Employees to sanitize tables and chairs after using the lounge
- (t) Player's lounge to be deep cleaned daily

Physical Distancing Protocol

- (a) Every other table open
- (b) Three chair/guest maximum per table game (corners and middle seat remain)
- (c) Four chair/guest maximum per big baccarat table
- (d) Three players maximum on each side of dice tables
- (e) Discourage unrelated guests from congregating behind players
- (f) Remove seating in the Table Games Lounge and enforce maximum occupancy limits
- (g) Dealers to verbally give breaks instead of "tapping in" and maintain appropriate separation

Guest Considerations

- a) Guests will be reminded to use hand sanitizer prior to the start of play and reminded of proper mask usage
- b) Cocktail Servers will remain available and serve beverage upon request; Butlers will remain available for food and beverage service in VIP gaming areas
- c) Baccarat Buffet service will be suspended

11 Poker Operations**Cleaning & Sanitizing Protocol**

- a) Supervisors to sanitize table game rails after each customer leaves (ongoing)
- b) Supervisors to sanitize each chair area after a customer leaves (ongoing)
- c) Supervisors to sanitize the outside of shufflers every hour; inside to be cleaned once per week
- d) Supervisors to sanitize podiums at least once per hour including phones, computers, Veridocs, all hard surface and cabinetry
- e) Dealers to sanitize in table rating units each time they enter a game
- f) Dealers to sanitize token boxes
- g) Chip sanitation solutions being reviewed – pending expert guidance

Physical Distancing Protocol

- a) Every other table open and tables to be staggered
- b) Maximum seating to be established based on expert guidance
- c) Dealers to verbally give breaks instead of “tapping in” and maintain appropriate separation

Guest Considerations

- a) Guests will be reminded to sanitize their hands prior to the start of play
- b) Food service protocols to be reviewed

12 Race & Sportsbook Operations**Cleaning & Sanitizing Protocol**

- a) Supervisors to sanitize race carrels and chairs after each guest
- b) Ticket writer to sanitize the counter after each guest
- c) Chairs to be sanitized hourly
- d) Race & Sportsbook to be deep cleaned daily
- e) VIP Booths to be sanitized after each use
- f) Supervisor to clean station every hour including phones, computers, Veridocs, all hard surfaces and counters

Physical Distancing Protocol

- a) Every other betting station open
- b) Six-foot intervals to be marked for ticket window queues
- c) Seats, carrels and booths to be reconfigured or removed to allow for appropriate physical distancing

Guest Considerations

- a) No department specific requirements

HOTEL OPERATIONS

13 Business Services, Office Services, Lost & Found

Cleaning & Sanitizing Protocol

- a) Counters and equipment sanitized at least once per hour
- b) In-house mail vehicle to be sanitized after each use
- c) Addition of a sanitization kit to each locker bank with instructions on how to properly clean the terminal screen and locker box
- d) Sanitize internet stations and post sanitation signage for guest reference

Physical Distancing Protocol

- a) Employees to use separate counters and have individual stations to eliminate shared equipment
- b) Maximum of two employees at counter
- c) Greeter at front door of Business Services, when necessary, to control physical distancing
- d) Credit card swipe moved to front counter
- e) Guest will be requested to place packages directly on the scale and then onto the conveyor
- f) Convert Security Hut Window at Convention Dock into a pickup/drop off point with limited contact for couriers
- g) Enforce six-foot physical distancing minimums with common carriers
- h) Encourage the use e-mail for all guest transactions
- i) Offer Internet Stations for printing and completing any documentation instead of at counter

Guest Considerations

- a) Discontinue print magazine and newspaper services throughout the property. Guests will have access to PressReader on their own devices.
- b) All packages will be placed in sealed single-use plastic bags
- c) Guest packages delivered to the rooms will be placed outside the guest room, the delivery person will call the room and then wait six feet away to ensure the package is retrieved

14 Front Services & Transportation

Cleaning & Sanitizing Protocol

- a) Sanitize high touch front services spaces and equipment including dispatch offices, bell desks, luggage storerooms, luggage belts, bell carts, porte cocheres and drop-off/pick-up waiting areas
- b) Offices, desks, counters, workspaces and related equipment (including iPads and radios) to be sanitized at least once every four hours or upon a new employee using the equipment
- c) Scooters, wheelchairs and other guest amenities to be sanitized after each use
- d) Baggage doors sanitized every hour
- e) Baggage belt divider tubs, bell carts and related equipment to be sanitized after each use
- f) Bell cart carpets to be covered with a cleanable, non-porous or disposable surface
- g) Back of House (BOH) elevator buttons to be sanitized at least once per hour
- h) Vending machines (break room and taxi tunnels) to be sanitized at least once per hour

Physical Distancing Protocol

- a) Guest laundry and dry-cleaning services available using contactless pick-up and delivery protocols
- b) Guest amenity deliveries will be consistent with In Room Dining (IRD) protocols and delivered with contactless procedures whenever possible

Guest Considerations

- a) Valet parking suspended
- b) Self-service ice machines to be suspended and signage posted indicating ice is available through IRD

15 Pool Operations**Cleaning & Sanitizing Protocol**

- a) Chaise lounge chairs to be sanitized after each use
- b) Cabana guest contact surfaces to be sanitized after each use
- c) Cabanas to be pressure washed and sanitized each night
- d) Towel desk, entry kiosks and all other desks and counters to be sanitized at least once per hour
- e) Lifeguard stands to be sanitized upon rotation

Physical Distancing Protocol

- a) Chaise lounge chairs set with appropriate physical distancing

Guest Considerations

- a) No department specific requirements

16 Golf Operations**Cleaning & Sanitizing Protocol**

- a) Golf carts to be sanitized before and after each round by a designated cart 'pit crew'
- b) Loaner clubs to be sanitized before and after each round
- c) Locker rooms and foyer area sanitized at least once every four hours; guest contact areas in each sanitized after each use
- d) All employees to be provided personal size hand sanitizer and wipes to keep on them during their shifts and while on the course
- e) Employees to wash hands or sanitize hands after touching any guest equipment including clubs, bags or shoes

Physical Distancing Protocol

- a) One player per cart unless immediate family members and/or following updates on guidance from local authorities
- b) Addition of inserts into golf hole cups to allow easy removal of balls
- c) Increased tee time spacing to 20-minute intervals
- d) Every other bay to be utilized for warm-up area
- e) Caddies to refrain from handling guest tees, markers, scorecards, pencils and other small equipment
- f) Sand and seed bottles removed from carts; employees will handle between rounds
- g) Remove rakes from bunkers; one rake per golf cart to only be handled by the caddie

Guest Considerations

- a) Attendant at coffee and fruit station providing service; no self-service available
- b) Welcome packet of tees, ball markers a scorecard and pencils pre-set in carts for player use

17 Public Area (PAD)

Cleaning & Sanitizing Protocol

- a) Employees to sanitize the following areas at least once per hour
 - Guest and garage elevators
 - Casino entry doors
 - Slot machines (in coordination with slot team)
 - Credenzas
 - Escalator handrails
 - Plaza and Parasol handrails
 - Employee dining tables and counters
- b) Employees to sanitize the following areas at least once per hour
 - Hotel entry doors
 - Esplanade fountain handrails
 - Exterior elevators and escalator handrails
 - Employee smoking areas
 - Exterior benches
 - Trash bins
- c) All Front of House (FOH) restrooms to be sanitized at least once per hour

Physical Distancing Protocol

- a) No department specific requirements

Guest Considerations

- a) No department specific requirements

18 Front Office

Cleaning & Sanitizing Protocol

- a) Sanitize all guest touchpoints after each transaction including EMV Credit Card Devices, pens and registration countertops
- b) Room keys to be sanitized before stocking
- c) Offices, Call Centers, Registration Desks to be deep cleaned and sanitized upon a shift change

Physical Distancing Protocol

- a) Restructure stanchions to provide appropriate six-foot intervals
- b) Staff every other workstation
- c) Lobby Greeter to provide guidance to arriving and departing guests to ensure physical distancing measures are followed
- d) Implement peak period queueing procedures, including a Lobby Greeter, when the number of guests exceeds the lobby capacity

Guest Considerations

- a) Wynn Tower Suites interior entry doors to be propped open to minimize guest contact
- b) VIP Lounge Ambassador to serve all food and beverage; no self-service available

19 Housekeeping**Cleaning & Sanitizing Protocol**

- a) Carts, trolleys and equipment to be sanitized at the start and end of each shift
- b) Guest linen will be delivered and removed from guest rooms in single use sealed bags
- c) Pillow protectors on the guest room beds are to be changed daily
- d) All items stored on shelves in the Housekeeping locker rooms are placed in bags and not exposed to the open air when not in use
- e) Back of house restrooms will be sanitized at least once every four hours
- f) House phones, in unsupervised/controlled areas, to be removed

Physical Distancing Protocol

- a) Minimize contact with guests while cleaning hotel rooms; guest room attendants will offer to return at an alternate time for occupied rooms

Guest Considerations

- a) All reusable collateral to be removed from rooms; critical information to be placed on single use collateral and/or electronically posted (in coordination with IRD)
- b) Disposable collateral to be disposed and changed after each guest
- c) Newspapers and magazines will continue to be provided through PressReader for guests to access on their own devices
- d) Extra pillows and blankets stored in the guest room closets will be removed and available upon guest request
- e) All guest amenities to be packaged before being placed in room
- f) Shoeshine is suspended until further notice
- g) Specific sanitation consideration will be paid to the following guest room areas:
 - Desks, counter tops, tables and chairs
 - Phones, tablets and remotes
 - Thermostats
 - Cabinetry, pulls and hardware
 - Doors and doorknobs
 - Bathroom vanities and accessories
 - Bathroom fixtures and hardware
 - Windows, mirrors and frames
 - Lights and lighting controls
 - Closets, hangers and other amenities

SPA, SALON & FITNESS CENTER

20 Spa

Pending guidance from local authorities and medical experts.

21 Salon

Pending guidance from local authorities and medical experts.

22 Fitness Center

Pending guidance from local authorities and medical experts. Alternative wellness options to be provided to guests as they are developed including in-room and outdoor wellness programming.

RETAIL

23 Wynn Owned Stores

Cleaning & Sanitizing Protocol

- a) Cash wraps, phones, workstations, hard surfaces, handles and frequently touched surfaces to be sanitized at least once per hour and upon a shift change
- b) Sanitize carts and mag liners before and after each use
- c) Sanitize handles, knobs, cage locks, cages and stock room surfaces at least once per hour

Physical Distancing Protocol

- a) Signage will be prominently posted at each store reminding guests of maximum occupancies and distancing guidelines
- b) Tailoring service will be postponed until further notice

Guest Considerations

- a) Displays and retail assortments will be limited to essential items during phase one to include sundries, toiletries, pre-packaged food and beverage
- b) All merchandise will be served/handled by a retail attendant; no self-serve available in any category
- c) All sales final until further notice (including phone orders)
- d) Golf Pro Shop will feature pre-packaged items only (including visors, hats and gloves)

FOOD & BEVERAGE

24 Restaurants, Bars & Lounges

Cleaning & Sanitizing Protocol

- a) Host Podiums including all associated equipment to be sanitized at least once per hour
- b) Service stations, service carts, beverage stations, counters, handrails and trays to be sanitized at least once per hour and logged by a manager
- c) POS terminals to be assigned to a single server where possible and sanitized between each user and before and after each shift. If multiple servers are assigned to a POS terminal, servers will sanitize their hands after each use
- d) Dining tables, bar tops, stools and chairs to be sanitized after each use
- e) Condiments to be served in single use containers (either disposable or washed after each use)
- f) Check presenters, votives, pens and all other reusable guest contact items to be either sanitized after each use or single use
- g) Menus to be single use and/or disposable
- h) Existing porous placemats (including Chilewich style) to be replaced with linen, single use disposable or non-porous placemats that can be machine washed and sanitized after each use
- i) Sanitize trays (all types) and tray stands sanitized after each use
- j) Storage containers to be sanitized before and after each use
- k) Food preparation stations to be sanitized at least once per hour
- l) Kitchens to be deep cleaned and sanitized at least once per day
- m) Food and beverage items being prepared to be transferred to other employees using contactless methods (leaving on expediting tables, conveyors, etc.)

Physical Distancing Protocol

- a) Hostesses and managers to manage physical distancing at entries, waiting areas and queues (in addition to signage)
- b) Peak period queuing procedures to be implemented when guests are not able to be immediately sat
- c) Lounge seating to be removed in SW, Lakeside, Jardin and Sinatra
- d) Tables and booths to be utilized with appropriate physical distancing between each family or traveling party (six feet or as otherwise advised by local authorities)
- e) Reduce bar stool count to provide appropriate physical distancing
- f) Manage the line flow at quick serve outlets to ensure coffee and food pick up areas remain appropriately distanced
- g) Additional quick serve coffee options to open based on demand and length of physically distanced lines (Lobby Bar, Wynn Coffee Cart)
- h) Casino Service Bars will be staffed to allow for appropriate distancing between employees

Guest Considerations

- a) All self-serve condiments and utensils to be removed and available from cashiers or servers
- b) All straws to be wrapped
- c) Napkin service to be suspended until further notice (no placing in a guest's lap or refolding)
- d) Tableside cooking to be suspended until further notice
- e) Remove grab and go offerings; available from fountain workers only
- f) Bar snacks will be served per individual guest and not shared by the table
- g) All food and beverage items to be placed on the table, counter, slot or other surface instead of being handed directly to a guest

Additional Employee Dining Room (EDR) Protocols

- a) No self-serve food available (including snacks)
- b) Food to be served by EDR cooks and line attendants
- c) Single use cups for beverage (no refills)
- d) Prepackaged plastic flatware
- e) Trays and plates to be distributed by EDR attendants
- f) Extension of EDR sneeze guards

25 In Room Dining (IRD)**Cleaning & Sanitizing Protocol**

- a) All equipment will be sanitized prior to assigning for the shift
- b) Employees assigned to individual stations (including Sales Agents) will sanitize their stations and all equipment at least once per hour and at each change of shift
- c) Bus Runners will sanitize all doors, handles and high contact surfaces at least once per hour

Physical Distancing Protocol

- a) Set food on tables in hallway and notify guest when the table is outside of the guest's room (plate covers remain) – guests will retrieve their own table
- b) Request that guests notify IRD when finished with their meal and place their trolley in the hallway outside of their room

Guest Considerations

- a) Printed IRD menus to be removed from rooms
 - Explore menu delivery options: QR Code in room to access a PDF version, scrolling on an in-house tv channel, etc.
- b) Minibars to be locked, all loose product removed, and service suspended until further notice
 - Items will be available upon request from IRD

26 Catering & Banquets

Cleaning & Sanitizing Protocol

- a) All shared equipment and meeting amenities to be sanitized before and after each use, or be single use if not able to be sanitized
- b) All linen, including underlays, to be replaced after each use
- c) Clean and soiled linens to be transported in sealed single use plastic bags into and out of the meeting rooms

Physical Distancing Protocol

- a) All buffet and self-serve style events to be suspended until further notice
- b) All food and beverage items to be individually plated and served
- c) Coffee and other break items to be attended and served by a server
- d) Flatware to be provided as a roll-up
- e) Condiments to be served in individual PCs or sanitized individual containers
- f) Seating capacities and floor plans to be reviewed on an event by event basis to ensure appropriate physical distancing that follows Clark County Fire Department, SNHD and CDC guidelines (in coordination with Hotel Sales & Convention Services)

Guest Considerations

- a) Individual bottled water will be provided in lieu of water carafes on meeting tables and water stations
- b) Develop examples of physically distanced floor plans for Hotel Sales & Convention Services use
- c) Create modified menus to showcase styles of service and items currently available

SALES

27 Hotel Sales & Convention Services

Cleaning & Sanitizing Protocol

- a) Sanitize conference room doors, tables, chairs light switch and other equipment after each group use
- b) Meeting Concierge and Specialty Desk will sanitize their respective work areas, counters, doors and equipment at least once every four hours and upon a shift change

Physical Distancing Protocol

- a) Seating capacities and floor plans to be reviewed on an event by event basis to ensure appropriate physical distancing that follows Clark County Fire Department, SNHD and CDC guidelines (in coordination with Catering & Banquets)
- b) Site inspections and meetings will be done virtually and/or appropriately physically distanced

Guest Considerations

- a) Provide example of physically distanced floor plans (in coordination with Catering & Banquets)
- b) Post signage outside of meeting and events reminding guests of appropriate physical distancing guidelines

ENTERTAINMENT

28 Le Reve Theater

Cleaning & Sanitizing Protocol

- a) Performers and divers in close contact with each other to sanitize themselves by fully submersing in the chlorinated theater water
- b) Theater seating and public areas to be sanitized at the conclusion of each performance
- c) All equipment to be individually assigned when possible to eliminate equipment sharing

Physical Distancing Protocol

- a) Theater seating and capacity to be managed to allow for appropriate distancing between groups of guests based on SNHD and CDC guidelines
- b) Show schedule limited to one performance per day
- c) Costume dressing and quick-change protocols are staggered and supervised by wardrobe attendants
- d) Performers complete workouts at home or offsite when possible
- e) Maximum occupancy limits and appropriate PPE usage enforced within Health Services for performers requiring physical therapy

Guest Considerations

- a) Showroom snack bars to follow Food & Beverage protocols
- b) Ushers to assist in guest movement and flow to ensure physical distancing protocols are followed

29 Nightclubs

Pending guidance from local authorities and medical experts.

SECURITY

30 Security Operations

Cleaning & Sanitizing Protocol

- a) All contact surfaces to be sanitized at the completion of an incident (in addition to standard sanitization protocols)
- b) Shift managers will assign specific sanitation responsibilities and ensure proper protocols are followed
- c) Shift Supervisors to log completed tasks
- d) Handcuffs, holding rooms and all related equipment and contact surfaces to be sanitized before and after each use
- e) Shift Manager will notify the Security Command Center (SCC) after unscheduled or specialty cleaning protocols are complete (i.e. after a subject is released from a holding room and the room has been sanitized)

- f) SCC will track critical activities in iTrak

Physical Distancing Protocol

- a) Standard protocols will be followed unless a specific incident requires more invasive contact (i.e. taking a subject into custody for a criminal offense)
- b) Security Officers to assist with enforcing physical distancing protocols in guest queuing areas as required (restaurants, casino floor, registration areas, elevator lobbies, etc.)

Guest Considerations

- a) Security Officers to familiarize themselves with hand sanitizer and mask distribution points for guests and coworkers

ENTRY SCREENING & CASE REPORTING PROTOCOLS

Entry Screening	Non-invasive thermal cameras will be placed at each entry point to the resort. Any person displaying a cough, shortness of breath or other known symptoms of COVID-19 or a temperature above 100.0°F will be discreetly offered a secondary screening.
Secondary Screening	<p>The visitor displaying an elevated temperature will be escorted to a designated, private and isolated area and provided with PPE.</p> <p>A Security Officer using appropriate PPE (including a surgical mask and eye protection) and a temporal thermometer will record a second temperature.</p> <p>If the visitor refuses the secondary reading, they will be denied entry to the property and provided a COVID-19 information card.</p>
Visitors with Elevated Temperature	<p>If the secondary reading confirms that the visitor has a temperature above 100.0°F, the visitor will be denied entry** to the property and be directed towards medical care and provided with resources and recommendations based on CDC and local health authority guidelines.</p> <p>A Security Supervisor will collect basic visitor information including name, names of room shares and close contact guests in their traveling party and ID (i.e. driver's license or employee ID). The Supervisor will then make initial observations for the known symptoms of COVID-19 including cough, fever and shortness of breath.</p> <p>If a visitor refuses to provide information or cooperate with Security, the visitor will be denied entry to the property.</p>
**See additional procedures below for current hotel guests	
SNHD Reporting	<p>The Security Supervisor handling the case will immediately notify the Southern Nevada Health District (SNHD) at (702) 759-1300 Option 2 and advise the operator that there is a possible case of COVID-19.</p> <p>Inform the SNHD if the visitor is requesting medical care or refusing to cooperate and leaving the property.</p>
In-House Hotel Guests	If a current hotel guest is deemed to have an elevated temperature, and not in medical distress, the guest should be offered the opportunity to return to their room and gather their belongings before transportation is arranged.

(skip to
Transportation
for employees
and non-
resident
guests)

If a guest requests to return to their room:

- A Security Supervisor will be called to escort the guest for the remainder of the process.
- The guest will be provided appropriate PPE (if not already wearing) and escorted directly to their room.
- The Security Supervisor will control the elevator to ensure no other visitors use the same cabin.
- The SCC will notify PAD and the elevator will be returned to service only after properly sanitized by PAD.
- The SCC will notify the Hotel Manager on Duty to pin the room and not permit access until medical clearance is given and/or the room is properly sanitized.

If the guest does not return to their room:

- The SCC will notify the Hotel Manager on Duty to pin the room and not permit access until proper medical clearance is given and/or the room is properly sanitized.
- The guest’s belongings will remain in the room until security can arrange for the safe removal and storage of the belongings.
- Hotel Management will determine the best course of action to handle the outstanding folio on a case by case basis

Guests who have previously displayed an elevated temperature may NOT return to the resort until they have been medically cleared. Once proper medical clearance is given, they may return to their room (if still checked-in).

If the Guest with an elevated temperature is sharing the room or has had close contact with other visitors:

- The Security Supervisor will determine room shares and close contact guests traveling with the elevated temperature guest. The full protocol will be followed beginning with a secondary screening for all close contacts.
- Follow SNHD guidance on required isolation or quarantine procedures for close contacts as appropriate.
- If a room is being used for self-isolation the SCC will inform Hotel Management and CDC and local health authority guidelines will be followed for all additional contact with the guest and service to the room.

Transportation

If the visitor has their own vehicle the visitor may leave in their own vehicle.

If the visitor does not have their own vehicle an ambulance will be called to transport the person to the appropriate medical care facility as directed by the SNHD and local health authorities.

Visitors who are displaying the symptoms of COVID-19 should NOT be directed to use public transportation, taxis, Uber, Lyft or other shared transportation options.

Internal
Reporting

The Security Supervisor will notify the Preliminary Investigator to prepare an incident report.

The report will be submitted to the head of Crisis Management.

At a minimum, the incident report is to include the visitor name, identification information, room number (if applicable), if the temperature reading(s) was above 100.0°F and if the visitor was transported for medical care.

The incident report will be updated as new information is available and when/if the visitor returns to property.

