

# Leadership Women, Inc.

## *Commitment to Safety*

Leadership Women, Inc. considers the safety of our participants in all of our programs as our top priority. Our "Commitment of Safety" is a living document that will continue to evolve to further enhance the in-person meeting experience and safety for everyone in our programs.

The following procedures will be enacted for on-site meetings based on the CDC new guidance for fully vaccinated people. Fully vaccinated people can resume activities without wearing a mask or physically distancing, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance.

### **On-site Protocol**

- All name tags and meeting materials will be pre-set in the meeting room, to eliminate on-site queuing at a registration desk.
- A COVID-19 Health Security Plan will be in place and available to each attendee.
- Masks ARE NOT REQUIRED for fully vaccinated participants. However, proof of vaccinations will not be required. As leaders we will trust that all will adhere by these recommendations. Those that are not vaccinated or who may have compromised immune systems are still advised by the CDC to wear a mask. Please note that anyone can wear a mask, regardless of vaccine status, without judgement or questioning by others.
- A personal-sized hand sanitizer will be provided by LW and placed at each seat.

### **Meeting Room Setup & Food and Beverage Guidelines**

- All meeting spaces will be setup to allow four to five participants per 6-foot table (or as spacing allows).
- Responsible snack and beverage stations will be setup in meeting spaces in accordance with hotel safety guidelines.

### **Bus Transportation**

- Masks WILL BE REQUIRED regardless of vaccine status as mandated by Federal guidelines.
- Motor coaches may not accommodate social distancing.
- Participants may wish to opt out of group transportation if they prefer to drive themselves or use a shared ride service (at their own expense).

### **Personal Accountability Commitment**

By attending any Leadership Women program, each participant agrees to abide by and engage in certain health-and-safety-beneficial conduct. This includes, but is not limited to, submitting to wearing a mask on buses and where local offices or restaurants require a mask. We also ask that individuals who is ill or has been recently exposed to COVID-19 not attend the meeting.