

# *Dr Pepper Museum & Free Enterprise Institute*

## *Health and Safety Policy for Visitors, Contractors, and Vendors*

In order to be in compliance with Mayor Deaver's Executive Order supplementing Resolution No. 2020-345 that was issued on 6/19/2020, the following will be implemented at the Dr Pepper Museum starting 6/20/2020. This document was revised on 7/23/2020.

### **Process**

In accordance with the Mayor's order, face coverings are required by all persons entering the Museum's property. Face coverings are defined as any covering that covers the nose and mouth. These include:

- Homemade masks
- Disposable masks
- Scarfs
- Bandanas
- Handkerchiefs

The Dr Pepper Museum & Free Enterprise Institute requires visitors to wear face coverings that provide a reasonable amount of protection against the spread of the COVID-19 virus. Examples of face coverings that do not comply with this definition include face shields, altered coverings, and those made of mesh, crochet, loose knit, and stocking materials. The DPMFEI reserves the right to make a determination about the validity and safety of face coverings on a case by case basis.

Admissions staff will let every visitor know that coverings are required for all visitors over the age of 2. Disposable face masks will be for sale at Admissions, Gift Shop, and Soda Fountain, as long as supplies last.

The only time a person(s) may be without a face covering is while seated consuming food and drink in the soda fountain or courtyard.

If visitors do not remain in compliance with the order while at the Museum, they will be asked to replace or adjust their covering. If they do not comply with the request, they will be asked to leave the property and treated as a trespasser. If they do not leave willingly, staff will call the non-emergency police number – 254.750.7500.

### **Contractors/Vendors on Site**

If a vendor/contractor needs access to offices and exhibit galleries, they will be provided with a mask, if they do not already have one. Face masks for contractor use are located in the administrative office and by the back door of Kellum-Rotan. Disposable masks are reserved for visitors.

All deliveries go through the back K-R door except for mail. Deliveries in cardboard boxes should sit for 24 hours before being opened.

All visitors to the offices should use hand sanitizer or wash their hands upon arrival. A hand sanitizer unit will be placed by the back door and the front door for convenient use.

## Implementation

For the safety of visitors and to make them aware of the City's orders, signage utilizing the City's graphics will be placed on gates, doors, TVs, and in Liquid Lab shows. Signage will include information about:

- Face coverings
- COVID-19 symptoms
- Hand washing/sanitizing
- Social distancing

A PA system announcement will be scheduled to run regularly throughout the day to remind visitors of:

- Proper mask wearing
- Social distancing

Messaging will also be found:

- On the Museum's website, Facebook, and Instagram
- Museum's automated phone system

These additional steps have been taken to remind visitors of social distancing and cleanliness:

- Hand sanitizers are placed throughout the campus
- Social distancing dots are placed in high traffic areas like Admissions, Soda Fountain, Gift Shop, restrooms, and elevators