

LACMA - Business Visitor Protocol

November 2020

LACMA has taken proactive steps to make the workplace safe in the midst of the recent infectious disease outbreak.

It is the goal of LACMA during an infectious outbreak to provide employees, business visitors, vendors and contractors a safe environment and strive to operate the campus and workspaces in an effective and cautious manner.

LACMA will continue to apply preventive measures based on guidance that may be issued by Cal-OSHA, the County of Los Angeles Department of Public Health and the Centers for Disease Control.

Business Visitors and Vendors are required to complete the self-screening health form and follow all of the safe at work practices.

Self-Screening

- Must be completed daily prior to arriving on-site
- Follow directions after completing the health form
- If instructed to not come to LACMA, do not come to LACMA and notify your point of contact
- If cleared to come to LACMA, upon arrival check-in with security located in the Ticket Office located on the Smidt Welcome Plaza. For off-site LACMA Facilities, check-in directly with your LACMA Point of Contact.
- ***It is imperative to stay home if sick***

Safety at Work Practices

- Wear a face mask at all times while on LACMA premises, ensuring nose and mouth are consistently covered. Neck gaiters, open-chin triangle bandanas, or face coverings with valves, mesh, or holes are not allowed to access LACMA's buildings.
- Maintain physical distancing of at least 6-feet
- Frequently wash hands with soap and water
- Utilize hand sanitizer with an alcohol base when soap and water is not available
- Avoid touching, eyes, nose, and mouth with unwashed hands
- Practice good respiratory etiquette, including covering coughs and sneezes
- Reduce the use of shared equipment or sanitize before and after use

Failure to complete the daily self-screening health form in advance of arrival or non-compliance with LACMA's safety work practices will result in the business visitor, vendor, or contractor being asked to immediately leave LACMA's property.