**Bridger-Teton National Forest**

**Outfitter-Guide COVID-19 Business Operating Plan Guidance**.

The following information is intended to aid in development of your 2020 Outfitter-Guide business operating plan in recognition of COVID-19 concerns and regulations.

**EMPLOYEES**

* How will employees be screened for symptoms of illness or exposure to Covid-19 within the previous 14 days before working with clients
* Will employees receive specialized training regarding operating in the Covid environment
* How will employees be quarantined if they become infected with Covid-19

**BOOKING & MANAGING CLIENTS**

* How will clients be screened for symptoms of illness or exposure to Covid-19 within the previous 14 days before arriving
* What would clients be expected to provide (facial covering, gloves, etc.)
* How will records of clients be kept for purposes of Covid-19 tracing in the event contact tracing

T**RANSPORTATION**

* Where will you meet your clients?
* How will employees and clients be transported to the National Forest?
* Consider parking space availability at congested trailheads or boat sites if everyone drives themselves
* How will clients be transported to the Forest, what protocol will be used to address 6 feet social distancing, cleaning regime for transportation equipment, etc.?

**OUTFITTED ACTIVITY ADAPTATION**

* Are there any proposed changes in trip protocols?
* How will equipment be managed (saddles, paddles, wet suits, fishing gear, etc.)?
* If will the 6’ spacing be managed during hiking, boating, horseback riding, etc.?
* How will gatherings of 9 or less be achieved between your group and other groups?
* How will you address trash or human waste, particularly if toilets are closed or not available?

**LODGING, MEALS & DRINKS**

* How will State, County, and local restrictions be met if you are providing lodging (cabins, tents, etc.) and/or serving meals and/or drinks?

**CLEANING PROTOCOLS & SUPPLIES**

* Will hand washing and cleaning supplies be readily available for employees and clients per CDC guidelines?
* What types of Personal Protective Equipment (PPE) will be provided for clients?
* What precautions, trainings and policies for operations will be implemented for employees and clients?

**OTHER PERTINENT INFORMATION**

**Process:**

1. Outfitter provides proposed business operating plan to permit administrator
2. Permit administrators will review submitted op plans to see if they addressed the applicable topics identified in the guidance document
3. Permit administrator contacts permit holder if more questions need to be answered or answers are too vague or unclear
4. Permit administrator determines op plan is complete, and submits plan to District Ranger for review
5. Once District Ranger is comfortable with the submitted business operating plan, outfitter signs self-certification document -upon outfitter signature, operations are approved by District Ranger.