



**THE PFAU COURSE
AT INDIANA UNIVERSITY**

OPENING PLAN

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To promote the safety of all guests and staff at The Pfa Course at Indiana University (the “Course”), the following procedures have been developed to open and operate the Course. This plan was developed based on recommendations and guidelines from IU Environmental Health and Safety, CDC, PGA of America, Indiana Golf Association and Golf Course Superintendents Association of America (GCSAA). Because of the rapid developments in best practices related to COVID-19, this plan is considered the initial plan and will be updated as necessary based on the guidance of relevant authorities.

- *General Guidelines*
 - Guests and staff must practice **physical distancing** (remaining six feet away from each other) at all times. To promote physical distancing, staff and guests should never be in groups larger than 10 and should not congregate in high traffic areas. Facilities will be set up to ensure physical distancing.
 - If physical distancing is difficult, such as at check in, all guests and staff must wear **face coverings**. All guests must come to the Course with a face covering.
 - Guests and staff should frequently **wash their hands** or use hand sanitizer. Hand sanitizer will be available at high trafficked areas, such as check in.
 - If a guest or staff member is feeling ill, they should contact their Primary Medical Provider and not come to the Course.
- *Facilities*
 - At this time, the George Thomas Family Clubhouse (“Clubhouse”) will be closed to guests.
 - At this time, the Pro Shop will be closed to guests.
 - At this time, the dining area in the Clubhouse will be closed to guests.
 - At this time the Practice Areas, inclusive of the Courtney Cox Cole Practice Range (“Range”), Jeffrey L. and Jennifer R. Kittle Putting Green (“Putting Green”) and Practice Short Game Area, are only available to those guests with a tee time and are only available 25 minutes prior to that tee time.
 - Range balls cannot be used on the Putting Green or Practice Short Game area.
 - On the Range, range balls will be piled for each guest and be disinfected after use.
 - Restrooms are available in the Golf Cart Storage building. Restrooms will be disinfected frequently throughout the day and will also have an EPA List N disinfectant for guests to use. Detailed cleaning procedures are found below.
 - Signage will be placed throughout the facilities to help guide guests on protocols.
- *Scheduling Tee Times and Payments*
 - Guests should schedule tee times at thepfaucourse.com.
 - Tee times will be scheduled in 15 minute intervals.
 - Groups can be no larger than four guests.
 - If a guest needs to pay at the course, they must pay with a credit card that will be manually entered by course staff. The receipt will be e-mailed to the guests.
 - If a Guest is feeling ill and needs to change their tee time, accommodations will be made.
- *Check In*
 - Cones will be placed in every other spot in the parking lot to maintain physical distancing.
 - Guests should check in at the Pavilion and should not enter the Clubhouse.
 - Guests should arrive at check in no more than 25 minutes prior to their scheduled tee time.
 - All guests and staff members should wear masks at check in.
- *Equipment and Golf Carts*
 - At this time, there will be no equipment rentals, such as golf clubs.
 - Each guest should have their own set of clubs and their golf bag needs to remain in their possession at all times.
 - While walking is highly encouraged at this time, golf carts will be available and should only be occupied by one person at a time, unless the two people live in the same household. Golf carts will not include sand containers and rakes at this time.
 - Golf carts will be disinfected after each use.

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- *Play*
 - Bunker rakes, water coolers, sand buckets, and other equipment or materials that would be a “high touch” piece have been removed from the Course.
 - Cups will be modified to prevent the need to reach into the hole.
 - Guests should not touch tee markers or flagsticks.
- *Cleaning*
 - Staff will use an [EPA List N](#) product to disinfect high touch areas and equipment, such as the restroom, golf carts, check in table, range balls, and door knobs regularly throughout the day.
 - Staff will follow IU EHS guidelines for disinfecting equipment and golf carts.
 - Nightly, the custodial staff will do a deep clean of the entire Clubhouse, restrooms and any other high touch areas using an EPA List N spray.
 - Cleaning Stations will be set up at the Clubhouse, Golf Cart Storage Building and Golf Course Maintenance Building. Cleaning Stations will include hand sanitizer, EPA List N disinfectant, educational pieces and any necessary PPE.
- *In addition to the details for guests and staff above, the following steps are being taken specific to Golf Course Operations and Maintenance staffs:*
 - Staff will be continually reminded of important guidelines, such as physical distancing, washing of hands, wearing face coverings, disinfecting equipment and staying home if ill. Signage will be posted throughout staff areas communicating these important guidelines.
 - Staff start time will be staggered. Time clock usage will be discontinued and time will be recorded manually.
 - Staff will not congregate in groups. Staff meetings will be held in open air space, such as the parking lot.
 - Staff will be provided face coverings and must wear them at all times where physical distancing is difficult. Staff must bring their face covering to every shift.
 - Staff will be broken up into cohorts to help reduce interaction between staff members.
 - Areas that are difficult to physically distance, such as the breakroom and staff locker room, will be closed.
 - All equipment will be moved at least six feet apart.
 - Staff will be responsible for disinfecting their equipment and area, such as office, before and after use. Cleaning Stations will be set up at the Clubhouse, Golf Cart Storage Building and Golf Course Maintenance Building. Cleaning Stations will include hand sanitizer, EPA List N disinfectant, educational pieces and any necessary PPE.
 - Visitors, such as distributors and manufacturer representatives, will be prohibited. These meetings will be virtual.
 - As a reminder, if a staff member is feeling ill, or has been in contact with someone who has COVID-19, they should not come to the Course. They should call their Primary Medical Provider and supervisor. Staff will self-quarantine and self-isolate as necessary.