

30 September 2020

Art San Agustin
Acting Director of DPHSS
Department of Public Health and Social Services



Re: Guam Football Association National Teams Training

Dear Mr. Art San Agustin,

On behalf of the Guam Football Association, we humbly request for your consideration in reviewing the below statements and if needed, further dialogue to steps in obtaining approval for GFA to resume in their National Team athletes' training within the parameter that was presented in May 2020 to DPHSS. During that phase, GFA conducted a rigid system that was proven to be an effective and safe environment as well as isolated training. In addition, GFA did not conduct any games or leagues during this time.

The importance of resuming this training for the National Team athletes is to ensure that they are maintaining their fitness level and to be in "competition ready" mode to represent their country in March 2021 competitions. As of this letter, there are at least three (3) national teams that will have competitions in the first quarter of 2021. The men's "Matao" team will still need to complete their three (3) remaining World Cup Qualifier matches while the two other teams, Guam U17 Women's and Guam U20 Women's national team will have their qualifiers during the same time frame.

The continuance of the lockdown has impeded the well-being of our athletes to be in competition ready mode despite doing virtual training, and with six (6) months remaining, we are behind schedule for the said competition. If Guam withdraws from the said competitions, fines will be assessed as well as suspension from competing in the next edition will be imposed which will be a long term detriment to the larger group of athletes.

To highlight some best practices during the first execution in May 2020, GFA has implemented the following:

- Staff, coaches, parents and player mandatory virtual safety training;
- Sanitization schedule and protocols as well as ample supplies of cleaning equipment;
- Restructured facility layout to contain flow and permit only authorized players, staff and coaches into the facility. No congregation allowed;
- Online registrations, waiver and attendance forms;
- Banners, checkpoints, social distancing marker, sanitization stations and supplies placed strategically through facility;
- Non-authorized visitors must make appointment;
- Daily recording of attendance, health check and continual reminder on practicing safety;
- Daily video to ensure staff, coaches and players execute safety measures as part of quality control for safety;
- Restricted field set up by grids/boundaries isolated and non-contact training;
- Daily briefing with management;

GUAM FOOTBALL ASSOCIATION

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With generous support from:



For this proposed re-entry, GFA would like to execute the same plan but add the following:

- All GFA Staff, coaches, and players to download the COVID-19 Alert app;
- Reinforce the GFA COVID Safety & Health/Response Team with POC;

GFA will continue to strive to maintain a controlled and safe environment for all athletes, staff and coaches while focusing on preparing the athletes for the said 2021 competitions. It is with sincerity that GFA will always maintain an open door policy should any further discussion or considerations need to be made. Please be reminded that this is not a request to resume 'games' or 'leagues' as many presumed.

Enclosed is the original plans of isolated training along with the floor plan of facility control. We stand ready and hope to hear a favorable reply from DPHSS and the panel.

In closing, we truly appreciate all that you do to keeping Guam safe. Thank you for your time on this request.

Regards,



Valentino San Gil
President

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30 September 2020

TO: Department of Public Health and Social Services
RE: **Chalan Para Hinemlo': Road to Recovery**
Minimum Pandemic Workplace Operational Requirements

Hafa Adai,

The following are the operational guidelines, protocols, and procedures that we currently had in place in late May 2020. The objective of the plan is to open the "restricted" training session with approval for athletes on or after **Monday, October 12, 2020**. These operational guidelines, protocols, and procedures will be implemented to ensure the safety of our staff, customers and athletes.

Detail plans and checklists as well as safety briefing with personnel will continued to be in place on regular basis.

1. Face masks are mandated for all staff. No entry to facility without masks.
2. Each person is to register upon arrival and thermometer scan reading is obtained.
3. Social Distancing Policies:
 - a) Facility layout has been modified to ensure 6 feet distance is placed between employees, customers and athletes.
 - b) Signs will be placed in designated areas to remind employees, customers and athletes to ensure social distancing of at least 6 feet, avoid touching surfaces unnecessarily, washing hands properly and regularly, use gel hand-sanitizer or hand washing facility, and to wear mask.
 - c) Maximum of 3 customers at a time in main office for services.
 - d) A plexi-glass shield is placed on main office counter to better serve customers.
 - e) See Diagram of field layout for athletes training while maintaining social distancing as well as managing occupancy limit.
 - f) Conduct safety training and safety communication policy.
 - g) Staggered Shift to limit in person present at workplace, continue remote work and virtual meetings.
 - h) Simple Motto:
 - a. **"One Way In, One Way Out"**
 - b. **"Get in, Train, Get out"**
 - c. **"Clean It, Use It, Clean It"**
5. Train Employees and Athletes on Social Distancing Policies and Protocols:
 - a) Conduct initial training and education of current policies and protocols before resumption of operations and training.
 - b) Establish any additional training materials to educate employees and athletes.
 - c) Generate video as visual tool to present to parents/athletes of established protocols and policy before commencing training.
 - d) Record keeping of completion of training.
6. Daily Screening Protocols:

Guam Football Association

- a) Proper training of personnel on how to appropriately conduct screening of temperatures and other symptom checks.
 - b) Recording all incoming personnel (employees, customers and athletes).
 - c) Ensure proper PPE is provided to employees when conducting such screenings.
 - d) Protocols should a person be displaying any symptoms.
7. Maintain Sanitary Workplace Conditions and Policies
- a) Ensure inventory of cleaning and disinfecting materials are on hand.
 - b) Maintenance checklist for various areas are established and maintained.
 - c) Monitoring and frequent cleaning required.
8. GFA Safety & Health/Response Team
- a) Responsible for planning, implementing and overseeing GFA, CDC and DPHSS guidelines. See enclosed for more details.
 - b) The POC for Response Team:
Marvin Iseke: marvin.iseke@theguamfa.com 777-2302 General Secretary
Cheri Stewart: cheri.stewart@theguamfa.com 688-1279 Executive Director
9. GFA Staff, Coaches and players will download the Guam COVID-19 app

GFA has conducted the training of the new guidelines, layout, protocols, and acknowledged that this has been established to conform to the pandemic awareness initiative and to ensure the health and safety of all person involved at all times.

GFA has a more in-depth plan and SOP for the different areas of the facility. This will remain accessible upon request.

Should there be any additional changes necessary to ensure the well-being of all person involved, GFA stands ready to make necessary modification and is aware that practices and application is subject to change with priority of safety first.

Regards,



Cheri Stewart
Executive Director
Guam Football Association

Phase Back to Operations

Office Daily Procedures

Staff Daily Check-in:

1. If GFA Staff/Management are not feeling well, or an at risk individual, STAY HOME.
2. Staff/Management should have temperature check at home/work before proceeding to GFA Facility. Readings of 100.0 or below will enable the person to access the facility at GFA. If reading is above 100.0, the person should not report to office but instead, inform direct management as soon as possible via phone call and/or whatsapp message.
3. All entering the facility must wear face mask and its proper usage.
4. All individual entering the facility must sanitize their hands either through use of sanitizers or wash with water and soap (20 seconds).
5. All entering the facility will be subject to a body temperature scan reading. Individuals registering a temperature scan reading is at or below 100.0 F, the person is clear to enter into facility. Should the reading be above 100.0, person is to remain in isolated area outside for 15 minutes to acquire second reading. If the reading is 100.0 or below, the person can enter the facility. If the reading is higher than 100.0, the person is to leave the facility and to self-isolate for 72 hours to ensure fever subside and no other symptoms arise. This must be recorded and reported to management for control and monitoring.
6. All person entering must register into the logbook with its appropriate information, reading and purpose.
7. All GFA Staff and Management shall partake in keeping the facility, workspace and common area clean before and after use. This includes copy machines, phones, staff desk, conference table, staplers to name a few.
8. No sharing of personal items. If must, sanitizing of shared items must be implemented. **Clean it, use it, and clean it.** Such common area includes but not limited to: Copiers, scissors, staplers, whiteboard marker/erasers.
9. Daily and frequent cleaning of all door handles.
10. Daily and frequent cleaning of hands throughout the day.
11. All person must respect and maintain the 6-foot social distancing. Do not congregate in the main reception areas. Respect occupancy limit. Customer service comes first.
12. Should any staff/management begin to not feel well, he/she must inform management, sanitize workspace and leave facility immediately. He/she must continue to monitor condition (thermometer reading, symptoms) for the next 72 hours and possibly up to 10 days. ([cdc.coronavirus.com](https://www.cdc.gov/coronavirus))

13. Before leaving the office at end of the day, individual must:

- a. De-sanitized workspace;
- b. Continue to wear face mask;
- c. Respect 6-ft social distancing;
- d. Sanitize hands with sanitizers or wash hand with soap and water (20 sec);
- e. Take a body temperature scan reading and record in logbook upon exit.

FOR THE SAFETY OF ALL VISITORS TO THE GUAM FOOTBALL ASSOCIATION NATIONAL TRAINING CENTER AND STAFF



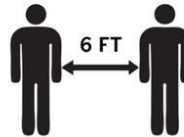
All individuals are subject to a body temperature scan reading. Individuals registering a temperature scan reading above 99.5 degrees Fahrenheit (37.5 degrees Celsius) will not be allowed entry.



A facemask and its proper usage (covering both nose and mouth) is required to enter GFA. Usage of facemasks also applies to players, officials, and referees on the pitch for football matches and in official areas unless otherwise advised.



Washing and/or sanitizing of hands is required prior to entry to GFA. Proper washing of hands by all players, officials, and referees is required before each match and during scheduled intervals.



All individuals must adhere to social distancing. Individuals must be at least six feet (two meters) away from each other.



Sharing of beverages, utensils, and towels is prohibited.

Phase Back to Operations

Daily Office Procedures: Incoming Customers **Prior** to National Team/EST Sessions

1. All entering the facility must wear face mask and its proper usage.
2. All individual entering the facility must sanitize their hands either through use of sanitizers or wash with water and soap (20 seconds).
3. All entering the facility will be subject to a body temperature scan reading. Individuals registering a temperature scan reading is at or below 100.0 F, the person is clear to enter into facility. Should the reading be above 100.0, person is to remain in isolated area outside for 15 minutes to acquire second reading. If the reading is 100.0 or below, the person can enter the facility. If the reading is higher than 100.0, the person is to leave the facility and to self-isolate for 72 hours to ensure fever subside and no other symptoms arise. This must be recorded and reported to management for control and monitoring.
4. All person entering must register into the logbook with its appropriate information, reading and purpose.
5. All person must respect and maintain 6-feet social distancing as marked in designated areas.
6. Customers are to ring doorbell to be recognized by GFA personnel.
7. No more than three (3) guests in the main office reception area. Remaining customers are to remain outside respecting the 6-feet social distancing.
8. Business administration shall be kept on topic. No congregating in main office.
9. Upon completion of the business administration, customers are to sanitize their hands and exit from back of main office doorway while respecting the social distancing.
10. After handling each customer, sanitization of counter, pens, credit card system and any necessary surfaces shall take place. Person handling the customer is to sanitize hands and workspace before handling another customer or resuming to personal workspace. **Clean it, use it, and clean it.**
11. Daily and frequent cleaning of all door handles.
12. Daily and frequent cleaning of hands throughout the day.
13. No customers allowed access to main office during National Team/EST Sessions.

Phase Back to Operations

Procedures: National Team/Elite Select Team Session

1. GFA will do everything possible to create a safe environment, the decision to return to play must be made by the parent (minor)/the player (adult). Individual is entering upon the premises of GFA at your own risk and are advised to take such precautions as necessary for your safety as you deem appropriate and as permitted by GFA. Just because the facility is open for training does not mean it is mandatory. Participation is on a voluntary basis during this time.
2. Emphasis to GFA Staff, coaches and players to download COVID-19 app.
3. Only registered players for the National team and Elite Select team are eligible to attend training session.
4. If players or staff are not feeling well, or an at risk individual, STAY HOME.
5. Players and staff should have temperature check at home/work before proceeding to GFA Facility. Readings of 100.0 or below will enable the person to access the facility at GFA. If reading is above 100.0, the person should not proceed to partake in any activities at GFA and should notify the designated person of contact at GFA (e.g. Head Coach of specified age group – whatsapp or email to GFA Technical)
6. Parents will follow “drop off and pick up” procedures as shown in diagram. The same follows for pick up. This is to ensure smooth movement and safety of all person on GFA’s premises. Parents are to minimize their congregations and respect social distancing as well as wear mask on GFA’s facility. No parents/spectators allowed inside of facility. They are to remain in parking lot. See Guideline for Parents.
7. All individuals entering the facility must wear face mask and its proper usage.
8. Players and Staff must proceed to entrance at UA-1 Parking Entrance (see Diagram) to sanitize their hands and water bottles. See Guideline for Players as well as Staff/Coach.
9. All individuals entering the facility will be subject to a body temperature scan reading. Individuals registering a temperature scan reading is at or below 100.0 F, the person is clear to enter into facility. Should the reading be above 100.0, person is to remain in “isolated waiting area”, see Diagram, for 15 minutes to acquire second reading. If the reading is 100.0 or below, the person can enter the facility. If the reading is higher than 100.0, the person is to leave the facility and to self-isolate for 72 hours to ensure fever subside and no other symptoms arise. This must be recorded and reported to management for control and monitoring.
10. All person entering must register into the logbook with its appropriate information, reading and purpose.

Guam Football Association

11. All person must respect and maintain 6-feet social distancing as marked in designated areas.
12. Players are to stage their personal belongings in the designated space and maintaining 6-ft social distancing. Players are highly advised not to bring any valuable personal belongings. GFA is not responsible for any items that may be lost or stolen or damaged.
13. There will be no access to locker rooms, showers, fitness center, water dispensers, towels or sharing of personal equipment/belongings. Only public restrooms are available for toilet use and hand washing areas.
14. Players/staff water bottles are to be in designated areas respecting the 6-ft social distancing inside the pitch area. There shall
15. GFA personnel will ensure all surfaces shall be sanitized via electronic sprayer according to the established cleaning schedule/protocol for equipment with the proper use of disinfectant before, during and after training.
16. Equipment will not be used for more than one (1) session at a time. **Clean it, use it, and clean it.**
17. Players/staff are to **“Get in, Train, Get out”** during each session. No congregating before or after training session. Avoid any activities that may require direct or indirect contact (e.g. bumping, handshakes, hugs and/or high fives).
18. Upon exiting GFA Facility, all individuals shall wear mask, sanitize their hands and water bottles while respecting 6-ft social distancing. It is highly encouraged that all individuals leave the premises within fifteen minutes to enable the next group to access the facility safely while GFA personnel can proceed to sanitize the facility in an efficient manner.

ROLES AND RESPONSIBILITIES OF COVID-19 HEALTH & SAFETY OFFICER/MANAGER

Working closely with the General Secretary and Executive Director, the COVID-19 Health & Safety Officer/Manager is responsible for planning, implementing and overseeing GFA's guidelines on COVID-19 with the overriding goal of ensuring a safe working environment for our staff, coaches and players, and preventing any spread of COVID-19 in the workplace.

To achieve this, the COVID-19 Health & Safety Officer/Manager must ensure that GFA are in compliance with and adhere to the guidelines and legislations pertaining to COVID-19 of the DPHSS and CDC and any related government agencies.

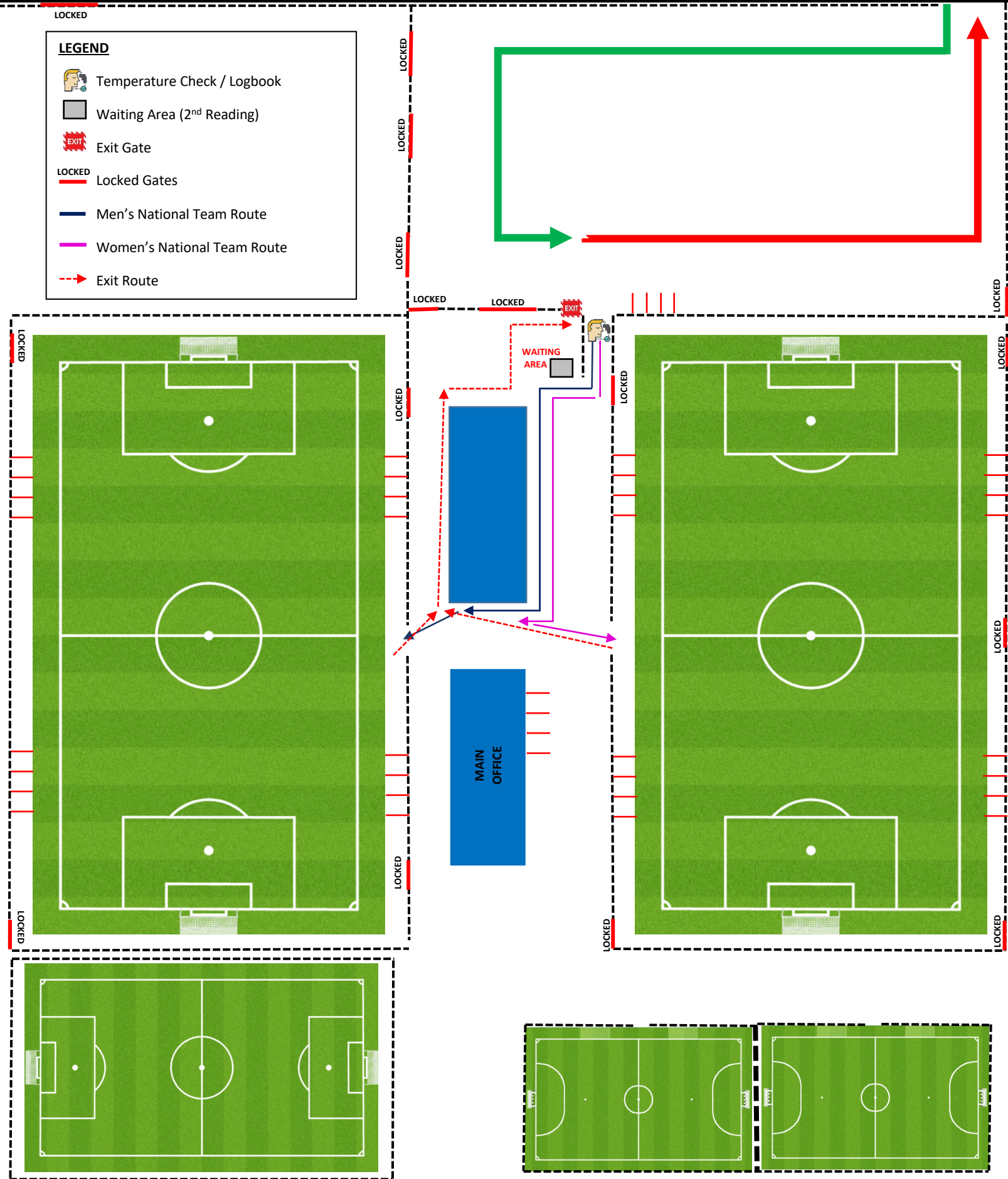
COVID-19 HEALTH & SAFETY OFFICER/MANAGER DUTIES AND RESPONSIBILITIES

- Plan and implement guidelines and programs of GFA on COVID-19;
- Prepare educational information on COVID-19 and offer health as well as safety advice to all staff;
- Ensure that Check-In Forms filled up by staff, coaches, players and visitors;
- Ensure clear demarcation for social distancing in the workplace including but not limited to entrance and exit pathways, work spaces, restrooms and staging area;
- Place posters at the entrance(s) of our office and other work sites to remind all personnel on measures against COVID-19 including but not limited to adhering to cough/sneeze etiquette and practicing hand hygiene at all times;
- Ensure supplies of masks, alcohol-based hand sanitizers, disposable wipes, tissues and waste bins lined with plastic bags so that they can be emptied without contacting the contents;
- Remind staff to wash their hands frequently, using soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 60% alcohol;
- Brief staff, vendors and visitors that anyone with COVID-19 symptoms including mild cough, low-grade fever (100.0°F or more), diarrhea, tiredness and sore throat to stay at home;
- Stage alcohol-based hand sanitizers in multiple locations and in common areas;
- Ensure regular cleaning of all frequently touched surfaces in the workplace including but not limited to chairs, door handles, handrails, tabletops, water taps, light switches, toilet flush mechanisms and toilet seats;
- Liaise with appointed DPHSS and CDC as well as relevant government agencies on all matters relating to COVID-19;
- Reinforce key messages on preventive measures against COVID-19 including GFA's support for the Guam COVID-19 Alert APP and encourage staff to download this app to fight against this pandemic;
- Manage emergency procedures for COVID-19 including isolating and arranging the transfer of suspected cases from the dedicated isolation room in the workplace. Ensure that the isolation room is thoroughly clean; and
- Review existing COVID-19 Guidelines with the General Secretary and Executive Director on a regular basis and make any necessary changes.

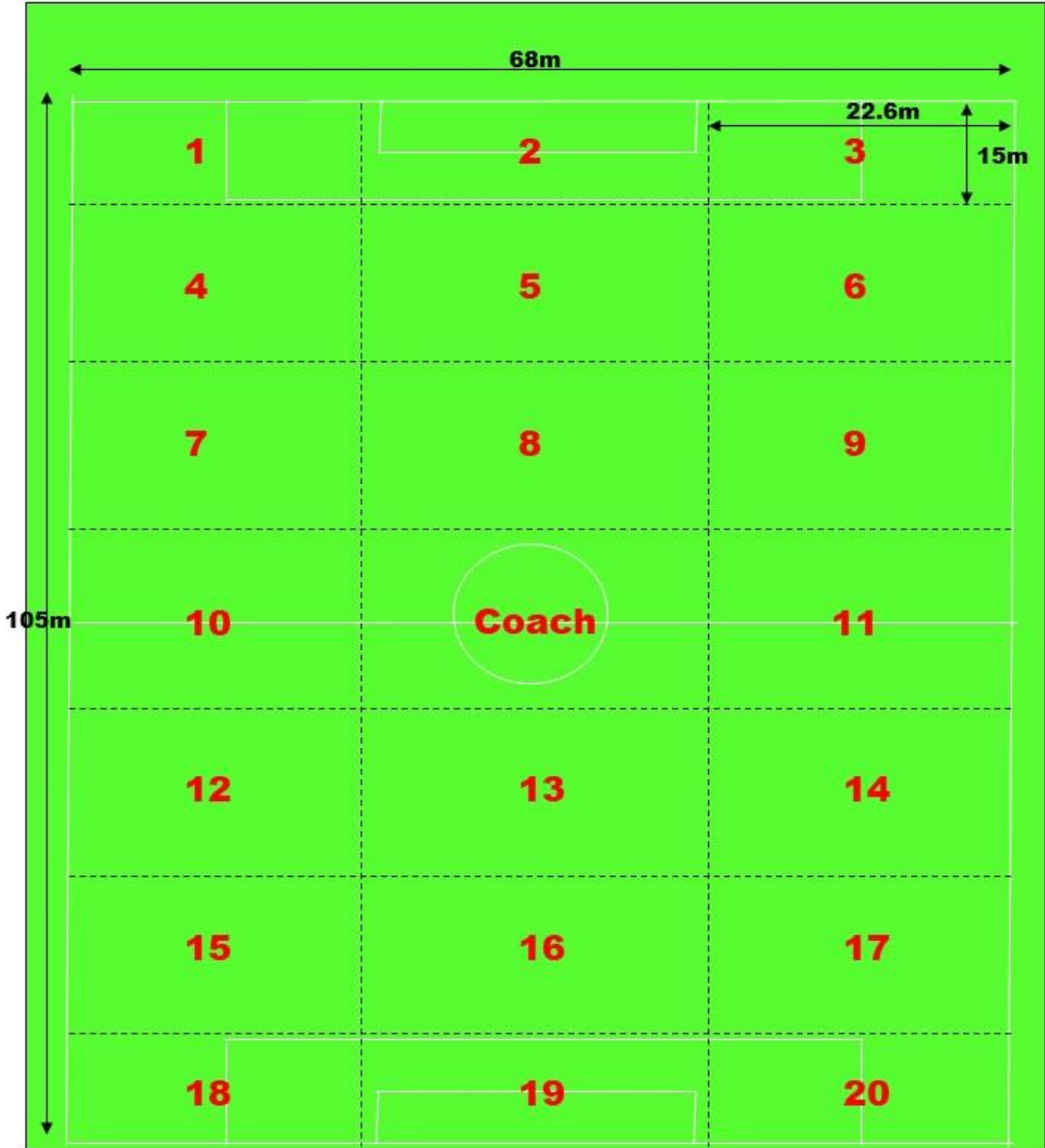
HARMON LOOP ROAD

LEGEND

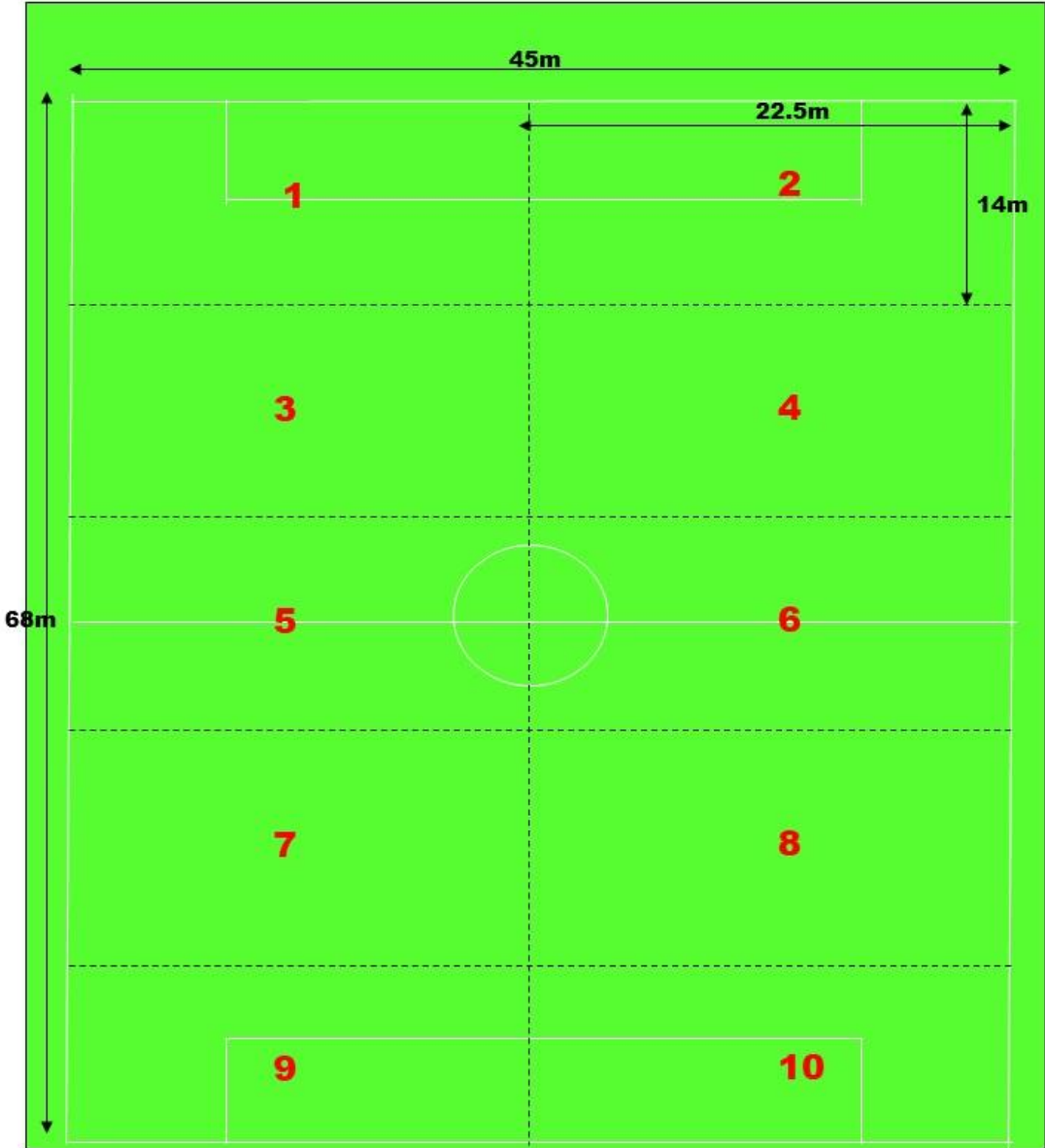
- Temperature Check / Logbook
- Waiting Area (2nd Reading)
- Exit Gate
- LOCKED** Locked Gates
- Men's National Team Route
- Women's National Team Route
- Exit Route



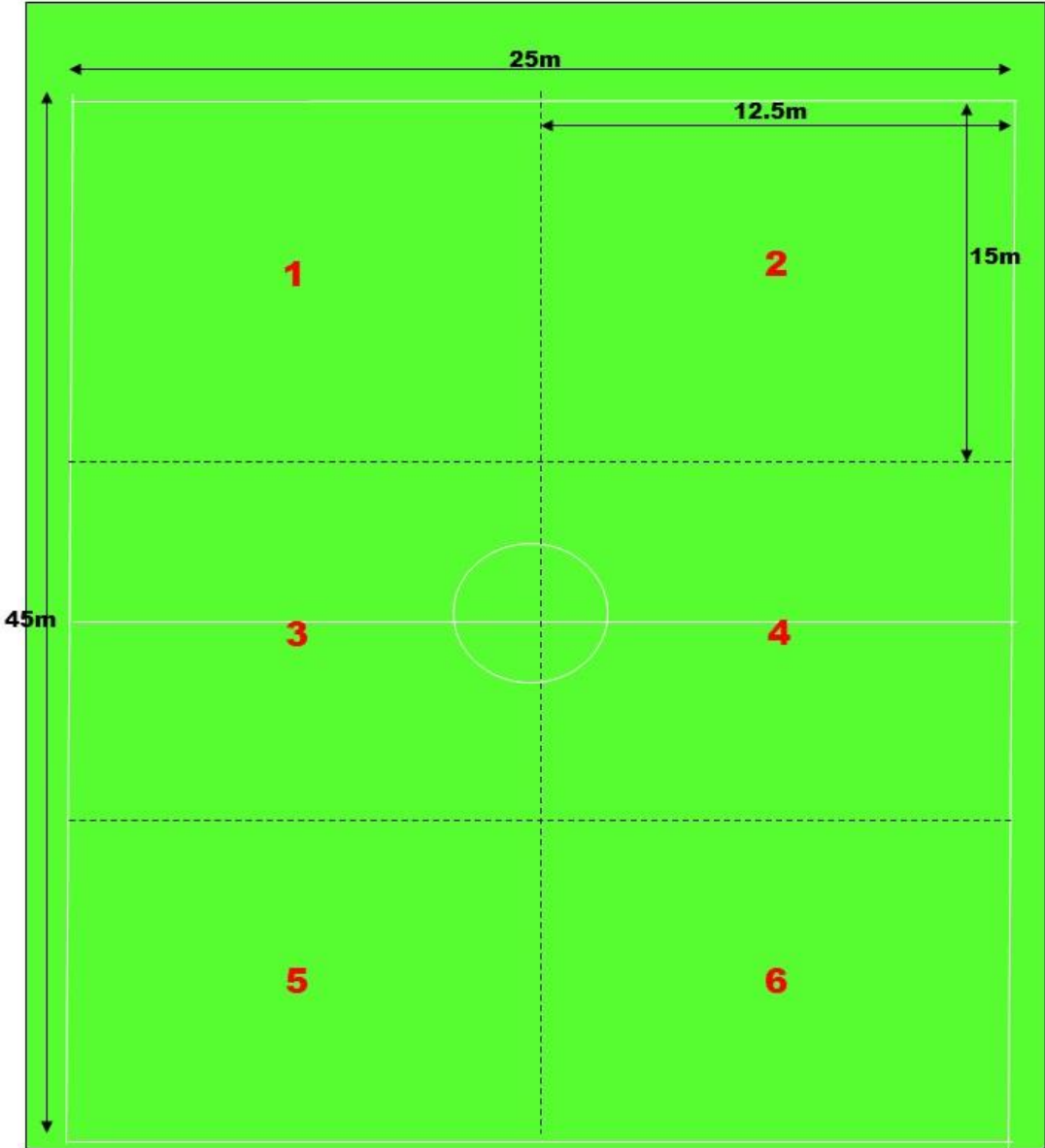
UA1 & UA2
20 Players + 1 Coach per session



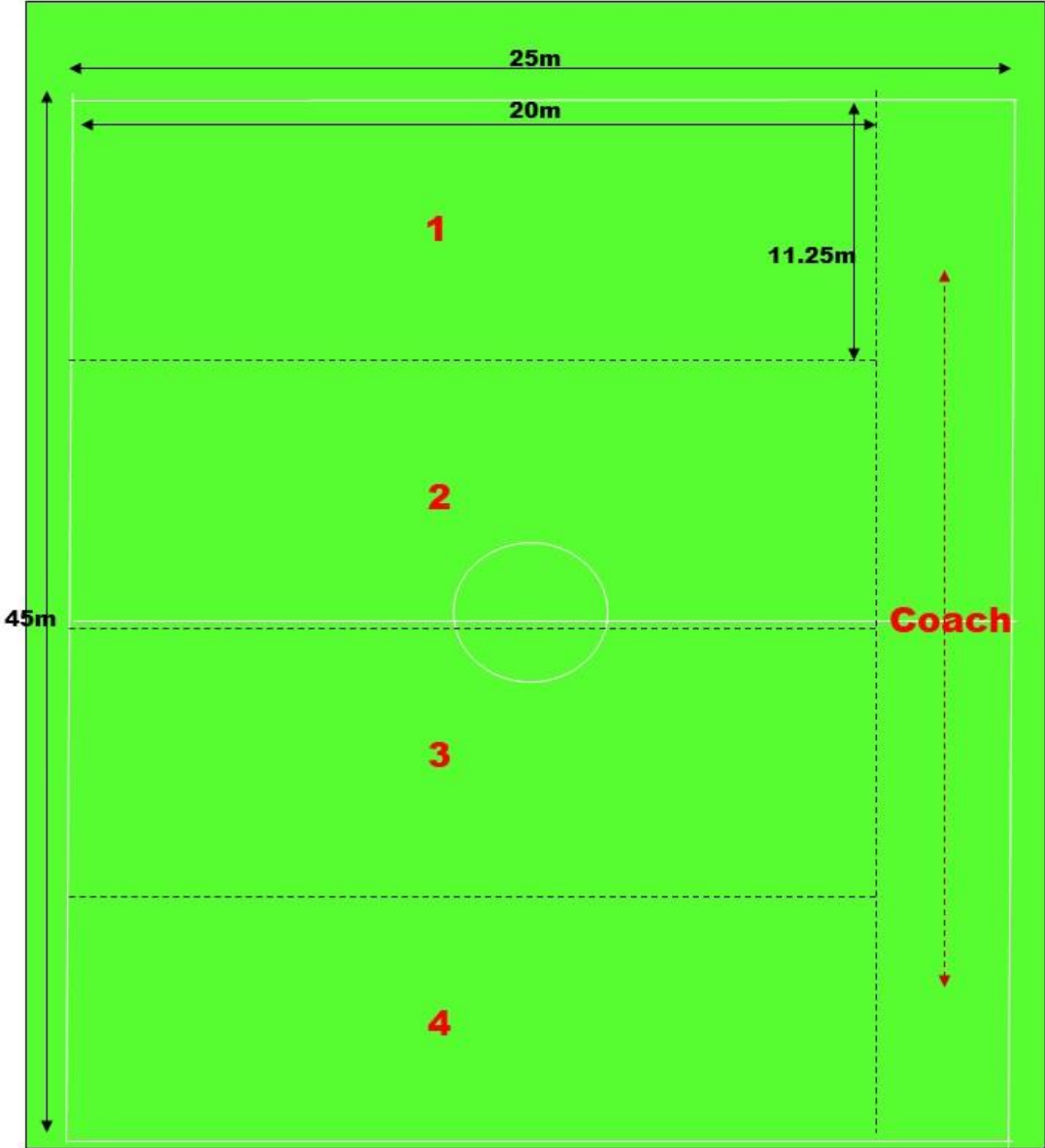
Mini Pitch
10 Players per session



Futsal Field
6 Players per session



Futsal Field
4 Players + 1 Coach per session



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