COVID-19 Code of Conduct for 2021 In-Person Retreat
Pennsylvania Library Association
Approved September 17, 2021

In order to keep participants safe and healthy, the Pennsylvania Library Association has created this COVID-19 Code of Conduct for In-Person Events, a collection of rules and regulations of personal actions supporting the collective well-being, that outline what is and is not acceptable behavior before, during, and after the event.

The Pennsylvania Library Association offers this Code of Conduct to provide as safe an environment as possible when meeting in-person. Responsibility is shared equally among event organizers, event venues and event attendees – all have a role to play. Based on our common set of beliefs in the value of live event experiences we know to be true, as stakeholders we all have a role to play in the mitigation of risk. The Code of Conduct below is meant to serve as a reminder and inspiration to know that if we all collectively respect the significance of this contribution, we are advocating for the well-being of our communities and our profession.

This Code of Conduct follows current Centers for Disease Control and Pennsylvania Department of Health guidance.

Code of Conduct
Before Leaving Home
  • Follow relevant guidance provided by the Centers for Disease Control and the Pennsylvania Department of Health.
  • Adhere to government issued travel restrictions and guidance issued by the region you will be travelling to and the region you are travelling from.
  • Evaluate your own health and that of people you are in close contact with; contact event organizers if you have concerns.
  • Stay home if you feel sick.

On-site During the Event
  • Follow guidance for everyday preventive actions to help prevent the spread of respiratory viruses including:
    o Washing hands often with soap and water for at least 20 seconds, or an alcohol-based sanitizer with at least 60% alcohol.
    o Avoiding touching eyes, nose, and mouth with unwashed hands.
    o Covering your nose and mouth when coughing or sneezing. Throw used tissues in the trash.
    o Cleaning and disinfecting frequently touched objects and surfaces using a regular household cleaning spray or wipe.
  • Agree to wear a mask or facial covering, and change/dispose of the mask or facial covering every eight (8) hours. Disposable masks will be available at the registration desk.
  • Adhere to social distance protocols put in place by the event organizers and respect others’ personal space.
- Notify the event organizers, at any time during the event, if you feel unwell or are experiencing flu-like symptoms.

Post-event

Based on current contact tracing advice from many health authorities, if you test positive for COVID-19 up to 14 days after returning home, please contact the event organizers to advise them.

Questions may sent to the Pennsylvania Library Association, 717.766.7663, or to Christi Buker, Executive Director, christi@palibraries.org.

We are looking for to a successful and healthy event!