Guidance on UBC Ceremonies and Events during COVID-19

A toolkit for UBC event planners
Purpose of this toolkit

This toolkit has been created for UBC event planners and is intended to provide guidance on event planning at UBC, based on the BC provincial government’s guidance. If you are a UBC event planner, please review safety plan templates and approval processes for in-person events outlined for UBC Vancouver and UBC Okanagan.

Note that virtual event delivery continues to be an option you may consider in your planning. Venues and bookable spaces on campus may be at varying states of opening/readiness to host larger events. UBC-specific information is provided on page 3 of this document.

This toolkit will be updated from time to time to reflect the latest guidelines in the province and at UBC.

Overview

As public health restrictions related to gatherings and events are lifted through BC’s Restart Plan, you are encouraged to review the Provincial Health Order on Gatherings and Events to understand the specific details. A Regional Health Order on Gatherings and Events is in place in Interior Health and applies to all communities in Interior Health, and a Regional Health Order on Gatherings and Events is in place in Northern Health, and applies to all communities in Northern Health. A Regional Health Order on Gatherings and Events is in place in Fraser Health, and applies to the Health Service Delivery Area of Fraser East, and encompasses Chilliwack, Abbotsford, Agassiz, Harrison, Mission, and Hope.

September 10’s Provincial Health Order on Gatherings and Events includes specific details about where proof of vaccination is required, effective September 13. Planners are required to include plans for checking for proof of vaccination of event participants, where applicable, based on the type, scope and nature of the event, and include information in their safety planning.

In Vancouver, proof of vaccination is required for non-educational indoor events where there are more than 50 participants. In the Okanagan, proof of vaccination is required for non-educational indoor and outdoor events, regardless of the number of participants.

Non-educational (i.e. non-essential or discretionary) events and gatherings, such as graduation ceremonies, parties, recitals and concerts, must adhere to the restrictions outlined in the Public or Regional Health Order for gatherings and events.

Educational events and gatherings (i.e. delivered as part of a formal education program), such as lectures, labs, seminars, workshops, demonstrations, presentations, formal study groups and UBC orientation events, do not need to meet the requirements of the Public or Regional Health Order for gatherings and events.

See the BCCDC Return to Campus Public Health Guidance for more information about these types of events. UBC events held in-person in other jurisdictions outside of BC should follow local public health guidelines. You are also encouraged to review guidance and orders related to the planning and delivery of events and gatherings, including the Public Health Order on Food and Liquor Serving Premises and the Public Health Order on Face Coverings.
UBC Vancouver

The following types of events are permitted and apply to UBC events being held in the Coastal Health, Fraser Health, Island Health, including at UBC’s Vancouver campus, UBC Robson square and UBC sites in these health authorities:

- **Indoor events**: Effective July 1, 2021, indoor organized gatherings are limited to 50 people or 50% capacity, whichever is greater. *For example, if the venue can hold 60 people, then you can have 50. If your venue holds 500, then you can have 250.*

- **Outdoor events**: Effective July 1, 2021, outdoor organized gatherings are limited to 5,000 people or 50% capacity, whichever is greater. *For example, if the venue can hold 6,000, then you can have 5,000. If the venue holds 12,000, you can have 6,000.*

If you have an event (indoor or outdoor) planned with in-person components, and have any questions or are unsure of associated processes, please contact ready.ubc@ubc.ca.

UBC Okanagan

Effective August 23, 2021, Interior Health implemented further restrictions in Interior Health, and effective September 13, 2021, updated the Regional Health Order on Events and Gatherings, which apply to UBC Okanagan. The following types of events are permitted in the Interior Health region, including at UBC’s Okanagan campus:

- **Indoor events <50**: Effective September 13, 2021, indoor gatherings of up to 50 people are permitted with proof of partial vaccination, until October 23, 2021.

- **Indoor events >50**: Effective September 13, 2021, indoor organized gatherings 50 people or 50% capacity, whichever is greater are permitted with proof of full vaccination. *For example, if the venue can hold 60 people, then you can have 50. If your venue holds 500, then you can have 250.*

- **Outdoor events <100**: Effective September 13, 2021, outdoor events of up to 100 people are permitted with proof of partial vaccination, until October 23, 2021.

- **Outdoor events >100**: Effective September 13, 2021, outdoor events are permitted up to 5,000 people or 50% capacity, whichever is greater, with proof of full vaccination. *For example, if the venue can hold 6,000, then you can have 5,000. If the venue holds 12,000, you can have 6,000.*

- **Flow-through events**: Effective August 23, 2021, flow-through events are limited to 50% of the capacity of the venue.

Note that proof of vaccination is required for all events, regardless of whether the event is held indoors or outdoors. UBCO Events should be reviewed by organizers to ensure compliance. If you have an event (indoor or outdoor) planned with in-person components, and have any questions or are unsure of associated processes, please contact ready.ok@ubc.ca.

Northern Health Authority

New measures were introduced in early September in Northern Health.

Fraser Health Authority

New measures were introduced in late September in Fraser Health.
Resources

Regulatory Context
BC Restart Plan
Provincial Health Office Orders and Notices
BC Vaccine Card
BC Centre for Disease Control – Event Planning
BC Centre for Disease Control - Return to Campus Public Health Guidance
Post-Secondary Go-Forward Guidelines
WorkSafeBC – COVID-19 & Communicable Disease

UBC Guidance
COVID-19 and UBCs Response
UBC COVID-19 Campus Rules
UBC COVID-19 Safety Plans & Event Safety Planning
UBC Ceremonies and Events Response to COVID-19
UBC Outdoor Event Planning