This guidance applies to all on-campus activities and events, including department meetings, student clubs, external events. This guidance does not apply to individual UVM students or employees ordering food for personal consumption.

*For Fall 2020, in-person events are limited and room capacities reduced. If you are able to hold your event virtually, please do so.* If food is an essential part of your in-person event or program, you MUST adhere to the following guidelines in order to ensure health and safety of participants. In addition, each group event must have a designated Event Planner who will be responsible for overseeing and enforcing these guidelines. The Event Planner shall be an employee. The employee can delegate planning responsibilities to a student; however, the employee remains responsible for oversight and enforcement.

**On-Campus Guidance**

**Food Preparation**

- The risk of spreading COVID-19 through handling food (including frozen food and produce) and food packages is considered very low. Currently, there is no evidence to suggest that handling food or consuming food is associated with the transmission of COVID-19.
- Food safety precautions already exist that protect from spreading illnesses through preparing and consuming food. Continue following basic steps for food safety from the [CDC](https://www.cdc.gov) and [Vermont Department of Health](https://vermont.gov).
- Take everyday actions to prevent the spread of COVID-19 including completing daily screening, wearing face coverings, washing hands, maintaining physical distance from others, and cleaning/disinfecting surfaces.

**Dine-In or Catered**

- Catering is provided only by UVM Dining and not through any of the preferred caterers until further notice. No catering waivers will be approved for any other caterer or vendor including food trucks. [https://www.uvm.edu/eventservices/covid-19-event-guide](https://www.uvm.edu/eventservices/covid-19-event-guide)

EXEMPTIONS: Events that fall in one of these categories may order food from outside vendors other than UVM Dining:

1. Non-UVM organizations in spaces they lease from UVM
   NOTE: UVM organizations (student groups, programming, departments, etc) hosting events in these spaces are required to use UVM Dining for catering
2. Events held on UVM property but located away from main campus (i.e. farms, extension offices) and otherwise outside of the UVM Dining service area (if unsure, contact UVM Dining.)

- Only order food that comes individually pre-packaged and/or wrapped, or that is served by catering staff. Shared buffets, food trays, self-serve pizza, or family style meals that require self-serving are not allowed for group functions.
• **All diners must be seated while consuming food or beverages.**
  Seating must be available for all diners and seating must allow for physical distancing of at least 6 feet between seated dining individuals.

• **Diners are required to wear face coverings when not eating.**
  The group’s Event Planner must maintain an easily accessible log of customers and their contact information for 30 days in the event contact tracing is required by the Health Department.

• Communal cooking and potlucks are not permitted by UVM or Non-UVM groups at this time.

https://accd.vermont.gov/content/stay-home-stay-safe-sector-specific-guidance#bars-restaurants-catering-and-food-service
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**Take Out/Counter Service**

• Food must be individually wrapped or plated by kserver.
• Line must be managed to avoid congregation and to maintain 6-foot distancing between people.
• Face coverings must be worn.
• If there is a cashier, a plexiglass shield should be installed and arrangements made for contactless transaction.
• If meal is served through counter service, then no diner log is required.

**Food at Tables/Bakesale**

• Potlucks, bake sales, or food fundraisers will not be allowed.
• Food prepared by students, faculty, or staff for distribution is not permitted.
• Individually pre-packaged and/or wrapped food items are permitted. Host Event Planner must ensure that people do not congregate and that they maintain 6’ distancing. Host Event Planner must clean/disinfect the area regularly and often depending on number people attending the table.

**For more information visit:**

• [UVM Student Experience Programming Guide](#)
• [UES Event Guide (includes catering)](#)
• [Vermont COVID-19 Recovery Resources for Restaurant Sector:](#)
• [VDH: COVID-19 Guidance for Food and Lodging Businesses](#)
• [CDC: Food and Coronavirus Disease 2019 (COVID-19)](#)
• [FDA: Food Safety and the Coronavirus Disease 2019 (COVID-19)](#)
• [FDA: Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic](#)