

## Protocol for walking tours and cycling tours in Utrecht

From the 1st of June, gatherings are again permitted provided a number of basic rules are observed. This protocol is a guide for giving walking and cycling tours in Utrecht as safely as possible during the ongoing coronavirus pandemic. This protocol has been drafted according to guidelines from the RIVM (the Dutch *National Institute for Public Health and the Environment*) and the applicable emergency regulations from the Veiligheidsregio Utrecht. Given that each region and municipality has its own rules governing the use of public space during the coronavirus pandemic, the decision has been made to draft a local protocol specifically for city tour guides in Utrecht. Tour guides and walking and cycling tour participants are required to adhere to this protocol both **prior to** and **during** the activity.

### General

- Cough and sneeze into your elbow
- Use paper tissues to blow your nose and dispose of them immediately afterwards
- Wash your hands frequently with soap
- Do not shake hands
- Keep a distance of 1.5 metres (5 feet) from others

### Preliminary

- When a person makes an inquiry about a walking or cycling tour, he/she will be informed about the protocol for walking and cycling tours.
- Before a group booking is accepted, the composition of the group must be clear. Does it comprise of individuals or members of single households. This can be confirmed by phone or through a form.

### Booking

- Walking and cycling tours may only take place on the basis of reservations.
- Any payment must be contactless, by means of either debit/credit card or direct deposit.
- A group may comprise a **maximum of 6 participants** provided all participants maintain a distance of 1.5 metres (5 feet) from one another (that is, in the case that no participants are members of a single household). Including the tour guide, this is a maximum of seven people in total.
- A group may comprise a **maximum of 9 participants** in the case that some participants are part of a single household. Including the tour guide, this is a maximum of ten people in total.
- The organisation/tour guide offering the tour is ultimately responsible for determining the size of the group.
- If the group exceeds the maximum number of participants, the group should be split.
- Participants (in the case of an individual booking) or a group's contact person (in the case of a group booking) will receive the protocol in writing prior to the tour. It is expected that a group's contact person shares the protocol with the rest of their group. By joining the walking or cycling tour, the participants agree to the protocol.

### Arrival

- The walking or cycling tour participants may arrive **no earlier than 10 minutes prior** to the start time of the tour.
- The tour guide will confirm that he/she is healthy when he/she conducts a walking or cycling tour.
- The tour guide will perform a health check of every participant. If a participant has symptoms that might suggest Corona, that participant (and any other members of their household) will not be permitted to join the walking or cycling tour.

- Do you have or have you at any time in the past 24 hours had one or more of the following (mild) symptoms: common cold, runny nose, sneezing, throat pain, light cough, shortness of breath, high temperature, fever, and/or a sudden loss of smell or taste?
- Is any member of your household presenting with fever or shortness of breath?
- Have you had the novel coronavirus (confirmed by a laboratory test) and was this determined in the past 7 days?
- Does any member of your household have the novel coronavirus (confirmed by a laboratory test) and have you had contact with them while they were still showing symptoms within the past 14 days?
- Are you in home isolation because you have had direct contact with somebody who has been diagnosed with the novel coronavirus?
- The tour guide will give the following verbal disclaimer: “Participation is at your own risk: the tour guide and organisation accept no liability.” The tour guide indicates to the participants that they are required to maintain a distance of 1.5 metres (5 feet) from one another (with the exception of members of a single household).

#### **During the walking or cycling tour**

- Maintain a distance of **1.5 metres** (5 feet) from one another and from the tour guide. Reiterate this to participants when necessary.
- If participants repeatedly fail to follow the 1.5-metre rule, the tour guide may end the tour prematurely.
- It is difficult for the tour guide to determine who is part of a single household. Let the tour guide know in advance if you are part of a **household**.
- **Give each other space**. The tour guide will seek out quiet parts of the city. This means that it might not always be possible to give commentary at the spot where the relevant sight is located. If this is the case, the commentary will be given in advance.
- Due to overcrowding, it might be the case that it is not possible to include a particular location in the walking tour. The tour guide will modify the route as necessary from moment to moment in order to **avoid crowded areas**.

#### **Cancellation by group, guide, or participant**

- It might be the case that the tour guide has to cancel the walking or cycling tour due to symptoms indicative of Corona. The procedure for this can be found in the terms and conditions of the particular organisation with which the activity was booked.
- It might also be the case that one or more participants cannot join the walking or cycling tour due to symptoms indicative of Corona. The procedure for this can be found in the terms and conditions of the particular organisation with which the activity was booked.

The following organisations/individuals declare their intention to work according to this protocol. The protocol takes effect on the 17th of June, 2020.

- Willemijn Bánki of Stadswandelingen Utrecht
- Iris Dijkstra of Stadsgids030
- Wendy de Keijzer of Wendy's Wandelingen
- Henk Oldenziel of 030Gids
- Nicky Vermeeren of Utrecht Marketing
- Gerlofke Hekelaar of het Gilde Utrecht
- Utrecht Free Tours
- Free Walking Tour Utrecht
- Bart van Mierlo
- Edwin van den Berg

- Raphael Rijntjes