



## **OPERATION PROCEDURES**

### **(COVID-19 BEST PRACTICES AND MITIGATION)**

**\* ALL OWNERS AND TRAINERS \***  
UNTIL FURTHER NOTICE - ONLY ESSENTIAL PERSONNEL WILL BE PERMITTED INTO THE STABLE AREA AND ON THE GROUNDS OF MONMOUTH PARK. ANYONE ATTEMPTING TO CIRCUMVENT THIS RULE WILL IMMEDIATELY HAVE THEIR STALLS REVOKED AND THEIR ENTRIES REFUSED FOR THE ENTIRE 2020 MONMOUTH PARK MEETING.

All trainers must email their list of employees in advance of stabling at Monmouth Park. Employee lists are to be sent to [jheims@monmouthpark.com](mailto:jheims@monmouthpark.com), which shall include the name of the employee and their job.

Prepared by:  
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## **OVERVIEW**

### **ONE ENTRANCE IN AND OUT OF MONMOUTH PARK STABLE GATE (CORNER OF MYRTLE AND JOLINE AVENUES)**

- Horses and horsemen will proceed straight to the stable gate and have their medical screening prior to entering the stable area.
- Employees and frontside personnel will make their first left and proceeds to parking only in “official parking” or “owner/trainer/jockey parking”.
- Only essential personnel will be permitted on the grounds. Trainers are required to submit a list of employees to the racing office to ensure that only essential personnel are accessing the stabling area and racetrack. Any violation or noncompliance may lead to a forfeiture of stall space and ejection from the grounds, at management’s discretion.
- All persons entering the racetrack will proceed through the owner’s entrance for medical screening prior to entering the facility.
- Monmouth Park medical staff/security will be on track every day 24/7 to ensure proper screening and logs are to be maintained.
- A valid New Jersey Racing Commission license is required by everyone prior to entering Monmouth Park Racetrack. For the health and safety of all horses, only essential personnel, as approved by senior racing officials, arriving on a van or other form of transportation with horses will be permitted to bed down those horses before immediately proceeding to the Commission office for licensure.
- The New Jersey Racing Commission offices should be utilized on a one at a time basis. Lines outside all office buildings of no less than six feet apart must await being called into the Commission office, when permitted.

- Security/Medical personnel shall perform a brief medical exam, including, but not limited to, temperature checks and questionnaire before allowing anyone in and out of the Monmouth Park stabling area. Daily logs shall be maintained for **EACH** individual entering and leaving Monmouth Park.
- Anyone entering or leaving the Monmouth Park facility under the reasonable suspicion of an elevated temperature, infection or suspicion of breaching State of New Jersey or Monmouth Park COVID-19 protocols will be sent for testing and must test negative for COVID-19 prior to reentry into Monmouth Park. Any individual subject to this reasonable suspicion will undergo contact tracing questioning with the results of same being delivered to appropriate individuals for further action, as may prove necessary.
- Weekly wellness checks will be required for **ALL** persons entering the Monmouth Park grounds, each receiving a color-coded wristband indicating compliance. Anyone on the Monmouth Park grounds without the appropriate wristband will be immediately removed with return only upon management and medical approval.
- Monmouth Park shall employ safety personnel to ensure compliance by all persons on the grounds.
- Signage shall be prominently placed throughout the facility as guidance for necessary protocols, including, but not limited to, hand washing, face coverings, social distancing.
- The State of New Jersey, Department of Law and Public Safety, Division of New Jersey State Police, Office of Emergency Management's Administrative Order No. 2020-14 shall be strictly adhered to and is incorporated herein by reference. In part, racetrack permit holders that conduct racing shall adopt policies that include, at minimum, the following requirements regarding racetrack operations:

- a. Prohibit non-essential individuals, which shall be narrowly defined by the racetrack permit holder in the policy, from entering racetracks, stables, and related facilities;
- b. Require the use of appropriate social distancing measures for individuals picking up or delivering equipment or materials;
- c. Require individuals to practice social distancing and maintain six feet or more between them, wherever feasible;
- d. Place restrictions on areas of the racetrack, including stabling facilities, as necessary, to limit person-to-person interactions;
- e. Require horses to be placed in stalls at least six feet apart, wherever feasible, to minimize human-to-human interaction;
- f. Stagger entry where practicable to limit the number of individuals entering and leaving racetracks, stables, New Jersey Racing Commission (NJRC) offices at the racetrack, the paddock, the detention barn, and any other facilities concurrently;
- g. Limit occupancy in restrooms to avoid over-crowding and maintain social distancing through signage;
- h. Limit meetings, including but not limited to race reviews with NJRC officials, to groups of 10 people or fewer;
- i. Require infection control practices, such as regular hand washing, coughing and sneezing etiquette, and proper tissue usage and disposal;
- j. Provide sanitization materials, such as hand sanitizer and sanitizing wipes, to everyone entering the racetrack, including stabling facilities;

k. Prohibit the sharing of horse racing equipment and gear, including but not limited to leads, water buckets, and tack;

l. Require everyone entering the racetrack, including stabling facilities, to wear cloth face coverings, in accordance with Centers for Disease Control (CDC) recommendations, except where doing so would inhibit the individual's health or by a jockey while racing, and require everyone to wear gloves while on the premises. Nothing in the stated policy should prevent anyone from wearing a surgical-grade mask or other more protective face covering if the individual is already in possession of such equipment. Where an individual declines to wear a face covering on the premises due to a medical condition that inhibits such usage, the individual shall not be required to produce medical documentation verifying the stated condition;

m. Conspicuously post signage with the social distancing, hygiene, and mask and glove requirements throughout the racetrack, including stabling facilities;

n. Require frequent sanitization of high-touch areas including, at minimum, the following cleaning protocols: i. Routinely clean and disinfect all high-touch areas in accordance with the Department of Health (DOH) and CDC guidelines, particularly in spaces that are accessible to staff, jockeys, trainers, veterinarians, NJRC employees, or other individuals, including, but not limited to, restroom and locker facilities, counter tops, hand rails, door knobs, other common surfaces, safety equipment, and other frequently touched surfaces including horse racing equipment, and ensure cleaning procedures following a known or potential exposure in compliance with CDC recommendations; ii. Clean and disinfect all equipment related to horse racing in accordance with CDC and DOH guidelines; and iii. Train and equip everyone responsible for sanitization to perform the

above protocols effectively and in a manner that promotes the safety of everyone at the racetrack;

o. Immediately eject any person from the racetrack, including the stabling facility, who refuses to comply with the policy implemented by the racetrack in accordance with this Order;

p. Immediately separate and send home anyone who appears to have symptoms consistent with COVID-19 illness upon arrival at the racetrack, including stabling facilities, or who becomes sick during the day;

q. Promptly notify any known person on the premises of the racetrack, including stabling facilities, of any known exposure to COVID-19 at the racetrack, including stabling facilities, consistent with the confidentiality requirements of the Americans with Disabilities Act and any other applicable laws;

r. Provide individuals with break time for handwashing throughout the day;

s. Clean and disinfect the racetrack, including stabling facilities and the NJRC offices at the racetrack, in accordance with CDC guidelines when anyone at the site has been diagnosed with COVID-19 illness; and

t. Continue to follow guidelines and directives issued by DOH, the CDC and the Occupational Health and Safety Administration, as applicable, for maintaining a clean, safe and healthy work environment.

## **BACKSTRETCH/STABLE AREA**

- Access to the backstretch/stabling area will be strictly limited to the following: licensed trainers with horses stabled in the stable area and a reduced number of designated employees (e.g., grooms, hotwalkers, exercise riders, foremen, night watchmen, etc.). Designated employees must be approved by the racetrack's senior racing officials before they can be included on each trainer's work list.
- Additionally, the following personnel **MAY** be granted access to the stable area: (1) veterinarians and their employees, (2) farriers, (3) feed companies, (4) tack companies, (5) benevolence employees, (6) emergency medical staff including, physicians, nurses, EMTs and paramedics, (7) transportation company employees, (8) jockeys, and any other individuals deemed essential to stable area operations by the racetrack's senior racing officials in consultation with public health experts.
- Unless in offices or dorm rooms, all persons on the Monmouth Park backstretch are required to wear a face covering.
- Strict compliance to social distance guidelines must be adhered to at all times. When feasible, anyone working inside barns and stalls shall be spaced out at least one stall apart to ensure proper distancing. If not feasible, employees are to be rotated to ensure compliance.
- To limit human-to-human contact, trainers should look to stagger work schedules as much as possible and limit the number of individuals in their barn to as few as possible at any given time.
- Trainers are to designate a main contact person between their barn and veterinarians, farriers and other individuals who necessarily have business at the barn.



- Trainers should have individual shanks for their employees (with their names on them) and same shall not be kept in a communal location until after each is cleaned and disinfected.
- The following equipment should be limited to one or as few people as possible, who should wear gloves when appropriate: each horse's water and feed buckets; cross ties/stall ties; grooming supplies; tack; halters; wheelbarrows; shovels; rakes; and, brooms. All of the above, as well as doorknobs, stall clips/gates, barn door handles, light switches and counters and desks, should be sprayed, soaked and wiped regularly.
- The following, although far from an exhaustive list, should be utilized: Lysol or similar spray; hand sanitizers; diluted nolvasan; povidone-iodine; bleach; chlorhexidine; and, soap and water. A bucket or buckets of soap and water should be continuously available for hand washing or rinsing; however, it must be changed regularly if dirt or manure get in same.
- For all non-graded stakes races, horsemen not already stabled on the grounds and shipping horses for race day are required to make prearrangements with a trainer currently stabled on the grounds to accept custody of their horse upon entering the Monmouth Park stable area. The trainer's responsibility rule will remain in full force and effect even after transfer, at the New Jersey Racing Commission's discretion. Any person(s) who shipped with the horse(s) will not be permitted into the stable area.
- Notwithstanding the previous paragraph, horses entered or to be entered in graded stakes races, and at management's discretion, may ship to and be stabled in the stakes barn, no less than one stall apart. Handlers will follow all protocols as outlined in this procedure's manual. Stakes barn stalls and surrounding areas will be sanitized after each use.

- Individuals who utilize Monmouth Park's dormitory space will be provided with masks and hand sanitizer upon their arrival and same will be replenished on a regular basis.
- Dormitory shower and bathroom facilities shall be utilized on a one at a time basis.
- No less than five dormitories in an isolated section will be vacant at all times to be utilized for quarantining of individuals should same prove necessary. These individuals will be subject to wellness checks on a regular basis.

## **JOCKEY'S QUARTERS/RIDING**

- The men's jockey's quarters will be closed to all riders.
- **EACH** jockey will be provided with their own individual dressing space on the first floor of the Clubhouse, at least six feet apart.
- Riders who are "shipping in" for individual races and have not ridden at Monmouth Park on the previous day will be allocated space apart from the regular riders.
- All jockeys, when not in their individually provided space, are required to wear a face covering, including pre-race and post-race. Riders are permitted to lower their face covering upon entering the starting gate; however, face coverings must be immediately utilized as soon as practical upon crossing the finish line.
- Female riders will utilize the jockey's lounge to ensure six feet spacing between each other.
- Post-race weigh-ins will take place on the first floor of the main building, with riders reporting back to their individual dressing space immediately after weighing in.
- No showers/sauna/steam room will be permitted.
- After competing in the last race for which they were engaged to ride, jockeys will have to leave the grounds immediately.
- Jockey's valets will have individual workstations in the jockey's quarters, at least six feet apart.
- Free standing/touchless hand sanitizers will be prominent throughout the first floor of the Clubhouse, jockey's quarters and jockey's lounge.

## **PADDOCK**

- Only horses, their handler(s) and necessary racetrack personnel will be permitted in the paddock.
- Horses will be saddled in the walking ring. Unless specifically requested by the trainer, no horses will be saddled in the saddling stalls, and upon approval of said requests, every other stall will be utilized and disinfected after use.
- Touchless hand sanitizers will be at all entrances/exits to the paddock.

## **WINNER'S CIRCLE**

- Only horses, their handler(s) and necessary racetrack personnel will be permitted in the winner's circle.
- Upon unsaddling, jockeys will report to the first floor of the Clubhouse to be weighed-in post-race.
- The winner's circle will be disinfected after each race.

## **ADMINISTRATION BUILDING**

- Only necessary personnel will be permitted in the administration building.
- Masks must be worn at all times when not in individual offices.
- Employees are to be kept six feet apart and will incorporate best practices to ensure six feet separation.
- Disinfecting wipes are to be utilized on a regular basis on desks, keyboards, door knobs and common areas.
- The administration building will be disinfected on a daily basis.
- All entries for racing will be done telephonically. No in-person entries.
- No meetings anywhere on the grounds shall include more than ten people and same shall be socially distanced no less than six feet apart.

## **STARTING GATE/OUTRIDERS/PONY PERSONNEL**

- Starting gate staff, outriders and pony personnel will wear masks and gloves at all times.
- Pony personnel will disinfect any communal equipment after each use and prior to ponying any other horse(s).
- The starting gate will be disinfected after each race. An alcohol cut solution will be utilized.
- For morning workouts, the starting gate will be utilized on a staggered basis, with horses entering stalls one and two first. Thereafter a gap of one stall will be utilized before using stalls four and five, and so on. Once all stalls have been utilized, the starting gate will be disinfected before use starts again.

**EMERGENCY CONTACTS**

<b>NAME</b>	<b>WORK AREA</b>
Bill Anderson	General Manager
John F. Heims	Racing Secretary
Dr. Angelo Chinnici	Medical Director
Michael Musto	NJTHA
Gerald Russamonno	Security Director
Kevin Weldon	Stall Manager

**GENERAL CONTACTS**

Main Number	732-222-5100
Clerk of Scales	732-571-5564
Horse ID	732-571-5372
Horsemen's Bookkeeper	732-571-5523
Horsemen's Relations	732-571-5538
Racing Commission	732-571-5514
Stable Gate	732-571-5380
Starting Gate	732-571-3418
Stewards	732-571-5517



**STATE OF NEW JERSEY  
DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF NEW JERSEY STATE POLICE  
OFFICE OF EMERGENCY MANAGEMENT**

**ADMINISTRATIVE ORDER NO. 2020-14**

**HORSE RACING**

WHEREAS, on March 9, 2020, through Executive Order No. 103 (2020), the facts and circumstances of which are adopted by reference herein, the Governor declared both a Public Health Emergency and a State of Emergency throughout the State due to the public health hazard posed by Coronavirus disease 2019 (COVID-19); and

WHEREAS, to further protect the health, safety and welfare of New Jersey residents by, among other things, reducing the rate of community spread of COVID-19, the Governor issued Executive Order No. 107 (2020) on March 21, 2020, the facts and circumstances of which are also adopted by reference herein, which established social mitigation strategies for combating COVID-19; and

WHEREAS, through Executive Order Nos. 119 and 138 (2020), issued on April 7, 2020, and May 6, 2020, respectively, the facts and circumstances of which are adopted by reference herein, the Governor declared that the COVID-19 Public Health Emergency continued to exist and declared that all Executive Orders and Administrative Orders adopted in whole or in part in response to the COVID-19 Public Health Emergency remained in full force and effect; and

WHEREAS, pursuant to paragraph 9 of Executive Order No. 107 (2020), the Governor ordered closed to the public all recreational and entertainment businesses, including racetracks and stabling facilities, but also granted the State Director of Emergency Management, who is the Superintendent of the State Police, the discretion to make additions, amendments, clarifications, exceptions, and exclusions to the list of those businesses; and

WHEREAS, as the Governor has observed, as rate of reported new cases of COVID-19 in New Jersey decreases, including a reduction in the total number of individuals being admitted to hospitals for COVID-19, the State can begin to take certain steps to lift certain restrictions that were designed to limit person-to-person contact; and

WHEREAS, even as the rate of reported new cases of COVID-19 decreases, the ongoing risks presented by COVID-19 mean that a considerable number of the State's current measures must remain in place, both to reduce additional new infections and to save lives, until additional metrics – such as expanded testing and use of contact tracing – have been satisfied; and

WHEREAS, horse racing can be conducted without the presence of spectators and in a manner that minimizes the risks of spreading COVID-19;

NOW, THEREFORE, I, Patrick J. Callahan, State Director of Emergency Management, hereby ORDER as follows:

1. Racetracks that were closed to the public under Paragraph 9(b) of Executive Order No. 107 (2020) are permitted to conduct racing activities and stabling as of 6:00 a.m. on June 1, 2020 in accordance with the provisions of Paragraph 2 of this Order. The remaining provisions of Paragraph 9(b), including the requirement that racetracks and stabling facilities be closed to the public, remain in effect.
2. By 5:00 p.m. on May 31, 2020, racetrack permit holders that conduct racing shall adopt policies that include, at minimum, the following requirements regarding racetrack operations:
  - a. Prohibit non-essential individuals, which shall be narrowly defined by the racetrack permit holder in the policy, from entering racetracks, stables, and related facilities;
  - b. Require the use of appropriate social distancing measures for individuals picking up or delivering equipment or materials;
  - c. Require individuals to practice social distancing and maintain six feet or more between them, wherever feasible;
  - d. Place restrictions on areas of the racetrack, including stabling facilities, as necessary, to limit person-to-person interactions;
  - e. Require horses to be placed in stalls at least six feet apart, wherever feasible, to minimize human-to-human interaction;
  - f. Stagger entry where practicable to limit the number of individuals entering and leaving racetracks, stables, New Jersey Racing Commission (NJRC) offices at the racetrack, the paddock, the detention barn, and any other facilities concurrently;
  - g. Limit occupancy in restrooms to avoid over-crowding and maintain social distancing through signage;
  - h. Limit meetings, including but not limited to race reviews with NJRC officials, to groups of 10 people or fewer;
  - i. Require infection control practices, such as regular hand washing, coughing and sneezing etiquette, and proper tissue usage and disposal;
  - j. Provide sanitization materials, such as hand sanitizer and sanitizing wipes, to everyone entering the racetrack, including stabling facilities;
  - k. Prohibit the sharing of horse racing equipment and gear, including but not limited to leads, water buckets, and tack;
  - l. Require everyone entering the racetrack, including stabling facilities, to wear cloth face coverings, in accordance with Centers for Disease Control (CDC) recommendations, except where doing so would inhibit the individual's health or by a jockey while racing, and require everyone to

- wear gloves while on the premises. Nothing in the stated policy should prevent anyone from wearing a surgical-grade mask or other more protective face covering if the individual is already in possession of such equipment. Where an individual declines to wear a face covering on the premises due to a medical condition that inhibits such usage, the individual shall not be required to produce medical documentation verifying the stated condition;
- m. Conspicuously post signage with the social distancing, hygiene, and mask and glove requirements throughout the racetrack, including stabling facilities;
  - n. Require frequent sanitization of high-touch areas including, at minimum, the following cleaning protocols:
    - i. Routinely clean and disinfect all high-touch areas in accordance with the Department of Health (DOH) and CDC guidelines, particularly in spaces that are accessible to staff, jockeys, trainers, veterinarians, NJRC employees, or other individuals, including, but not limited to, restroom and locker facilities, counter tops, hand rails, door knobs, other common surfaces, safety equipment, and other frequently touched surfaces including horse racing equipment, and ensure cleaning procedures following a known or potential exposure in compliance with CDC recommendations;
    - ii. Clean and disinfect all equipment related to horse racing in accordance with CDC and DOH guidelines; and
    - iii. Train and equip everyone responsible for sanitization to perform the above protocols effectively and in a manner that promotes the safety of everyone at the racetrack;
  - o. Immediately eject any person from the racetrack, including the stabling facility, who refuses to comply with the policy implemented by the racetrack in accordance with this Order;
  - p. Immediately separate and send home anyone who appears to have symptoms consistent with COVID-19 illness upon arrival at the racetrack, including stabling facilities, or who becomes sick during the day;
  - q. Promptly notify any known person on the premises of the racetrack, including stabling facilities, of any known exposure to COVID-19 at the racetrack, including stabling facilities, consistent with the confidentiality requirements of the Americans with Disabilities Act and any other applicable laws;
  - r. Provide individuals with break time for handwashing throughout the day;
  - s. Clean and disinfect the racetrack, including stabling facilities and the NJRC offices at the racetrack, in accordance with CDC guidelines when anyone at the site has been diagnosed with COVID-19 illness; and
  - t. Continue to follow guidelines and directives issued by DOH, the CDC and the Occupational Health and Safety Administration, as applicable, for maintaining a clean, safe and healthy work environment.

3. The policies required under Paragraph 2 of this Order shall be made available by request to the NJRC Executive Director, or designee.
4. The NJRC Executive Director, or designee, shall have the authority to inspect for implementation by the racetrack permit holders the policies required under Paragraph 2 of this Order.
5. Racetrack permit holders are responsible for carrying out the requirements contained in Paragraph 2 and any racetrack permit holder that does not adhere to the requirements contained in Paragraph 2 may be subject to regulatory action through the NJRC's authority to oversee horseracing operations and ensure the safety of its participants.
6. This Order shall take effect immediately, and shall remain in effect for as long as Executive Order No. 107 (2020) remains in effect or until I issue a subsequent amending Administrative Order.

May 29, 2020



Colonel Patrick J. Callahan  
State Director of Emergency Management