



**DATE:** October 30, 2020  
**TO:** Priests, Pastoral Administrators, Deacons, Seminarians, Diocesan Staff  
**FROM:** Karina Bak, Director of Human Resources  
**RE:** **Updated Guidelines for Non-Liturgical Parish Activities**

On Thursday, October 29, Michigan's Department of Health and Human Services issued an updated [Epidemic Order](#) that impacts all regions in the State of Michigan. The following updates to our earlier guidelines for non-liturgical parish activities (Oct. 1) are effective immediately. These modifications to earlier guidelines can be found in red text for quick reference:

1. Social distancing (six feet) must be practiced.
2. Facial coverings are required to be worn by all. **If masks are not worn, these parish activities should not take place.**
3. Regular venue sanitization protocols must be continued.
4. The following indoor capacity restrictions must be maintained in all parishes in the diocese:
  - A. Indoor events of fewer than 500:
    - In venues *with* fixed seating, limit attendance to **20% seating capacity**.
    - In venues *without* fixed seating, **no more than 50 people should be gathered** and attendance is limited to **20 people** per 1,000 sq. ft. of each room within the venue space.
  - B. Indoor events of 500 or more are not permitted.
  - C. **Only six people are permitted at each table for indoor gatherings.**
5. The following outdoor capacity restrictions must be maintained in all parishes in the diocese:
  - A. Outdoor events of fewer than 1,000:
    - In a venue *with* fixed seating, limit attendance to 30% seating capacity.
    - In venues *without* fixed seating, limit attendance to no more than 30 people per 1,000 sq. ft. of any distinct area within the event space.
  - B. Outdoor events of more than 1,000 are not permitted.
6. **Contact tracing must be achievable with any non-liturgical parish gathering, and it is strongly encouraged that parishes do not allow gatherings of outside groups in their spaces at this time. (Considering the anonymous nature of certain groups, parishes are responsible for ensuring that contact tracing can take place if these meetings must be held.)**

If you have any questions, please contact me at [kbak@dioceseofgaylord.org](mailto:kbak@dioceseofgaylord.org) or 989-705-3511 / 989-619-8468.