GUIDELINES ON REOPENING THE ZENDO
(6/22/20)

What we're trying to do with these protocols is allow those who want to and can, to use our Zendo for Zen practice in as safe a way as possible. At the same time each of us has our own individual risk factors and comfort levels and we must decide for ourselves if these protocols are adequate for us. There is no expectation that these protocols be a substitute for your own judgment about whether participation in group zazen at PZC is right for you.

General
1. Everyone will wear masks that cover both nose and mouth at all times to protect each other.
2. Don’t come to the zendo if you have a cold or flu like symptoms. If, for any reason, you find yourself coughing, sneezing, sniffling, etc. while you are at the zendo, please leave on your own or when asked to leave.
3. Everyone will sanitize hands when arriving. Either go the bathroom and use soap and water or use the hand sanitizer which will be available on the top shelf of the shoe rack by the office door.
4. The current safe distancing capacity of the temple is 24 which will be monitored by the Jisha. Additional arrivals beyond that will be asked to return another time.
5. By all means say hi to the cat, Iliah, but refrain from petting, because many hands touching her could be a transmission vector to each other.
6. If you come late or plan to leave early please use the kitchen stairs and shoe rack so dokusan is not disturbed.

Zazen
1. All zabuton are placed at least six feet apart. Main zendo has 13 seats (See attached chart)
2. Small zendo has five places.
3. For those who prefer to sit outside six zabuton are placed along the outside of the altar wall.
4. There are no middle rows for now.

Kinhin
1. All must be careful to maintain the six foot distance between each other.
2. The Jikijitsu will lead kinhin inside the zendo and the Jisha will lead/monitor the outside kinhin.
3. Everybody sitting outside the zendo will begin kinhin clockwise around the outside of the zendo.
4. People sitting in the small zendo will exit the small zendo and proceed straight ahead in kinhin toward the back of the zendo.
5. Those doing outside kinhin will return to their seats at a normal walking pace at the sound of the jikijitsu’s clappers.
6. People using the bathroom can join the end of the outside kinhin line as we do at sesshin during outside kinhin or wait along the railing outside the double doors to the residence hall. After kinhin, bow with everyone and return to your seat.

Dokusan
1. Dokusan will be held in the Teachers Quarters (TQ) in the dining room area.
   a. Windows and sliding doors will be kept open for maximum air flow
   b. A fan will be placed to the side of Michael to create air flowing away from him
   c. The student mat will be placed 6-8 feet away from Michael – so speak up.
2. The dokusan line will be on the lanai where the tables against the wall usually are (see the zendo map).
3. The dokusan line will consist of eight seats, the usual number, all spaced at least six feet apart along the perimeter of the lanai.

4. The path to dokusan will be from the lanai, past the office and bathrooms and into the TQ.

5. All bows will be standing bows.

6. When returning to the zendo after dokusan, wait by the library door until the next person passes into the TQ. Then proceed up the stairs by the office (if sitting outside go to your seat from here) around the back of the zendo and into the zendo via the usual Jisha door.

7. If people are doing kinhin when you finish dokusan:
   a. Join the outside kinhin carrying your zafu. If you wish you can drop off your zafu out of the way closest to where you are seated, OR
   b. wait until the way is clear then walk to the Hojo bridge and wait for kinhin to end then return to your seat after the kinhin ending bow.
   c. If you need to use the bathroom after dokusan, wait until kinhin is done. If you have joined kinhin you may peel off to the bathroom when you get to the residence hall entrance. Do not use the bathrooms by the office or library during dokusan.

Sutras

1. Sutra services will be done with masks on and whispered by all except the Ino.

2. At the of the Infinite Vows we will do 3 full bows as usual. Any who prefer may do standing bows instead.

3. We will leave the zendo after the bows (no tea).

Tea/Kitchen/Residents Hall

1. For the safety of the residents, the kitchen and the residence hall (except for the main bathrooms) are off limits entirely for any reason.

2. We will not be serving tea.

3. As we are preparing to leave some may want to visit a bit. Please remember to keep social distance.

Cleaning before and after zazen

1. The Jikijitsu will disinfect all main and small zendo door handles. Also the mallets, clappers and inkin.

2. Michael will disinfect the TQ door handles

3. The Jisha will be responsible for the placing, spacing, and returning all outside zafu and zabuton.

4. The Tanto will be responsible for the spacing of all inside zafu and zabuton and also to assist the Jisha as needed.

5. The Ino will disinfect the men’s and women’s bathrooms before and after the sitting (door handles, sink handles and counter tops).

6. Door handles to bathroom stalls will be wiped down after use by each user.

7. There will be hand sanitizer on the shoe rack and Clorox wipes available in the TQ, zendo and each bathroom.
   a. It is fine to use soap and water for disinfecting if Clorox wipes are a problem for you.

Questions and Suggestions

1. For questions ask any of the Tantos, particularly the Tanto on duty for the month.

2. Those responsible for maintaining and dealing with suggested changes to these guidelines are:
   a. Clark Ratliffe – clark.ratliffe@gmail.com or 808-386-5645
   b. Kendra Martyn – kendramartyn@yahoo.com or 808-348-1697
   c. Bob Buss – rgbuss999@gmail.com or 808-381-3292
To bathrooms

Dining Room

Office

Bridge to Hojo

Route to dokusan in TQ

Return to zendo

To dokusan line

Altar

Dokusan line

Ino

Tanto

Jisha

Teacher

Jikijitsu

Densho

kinhin waiting area

To dokusan line