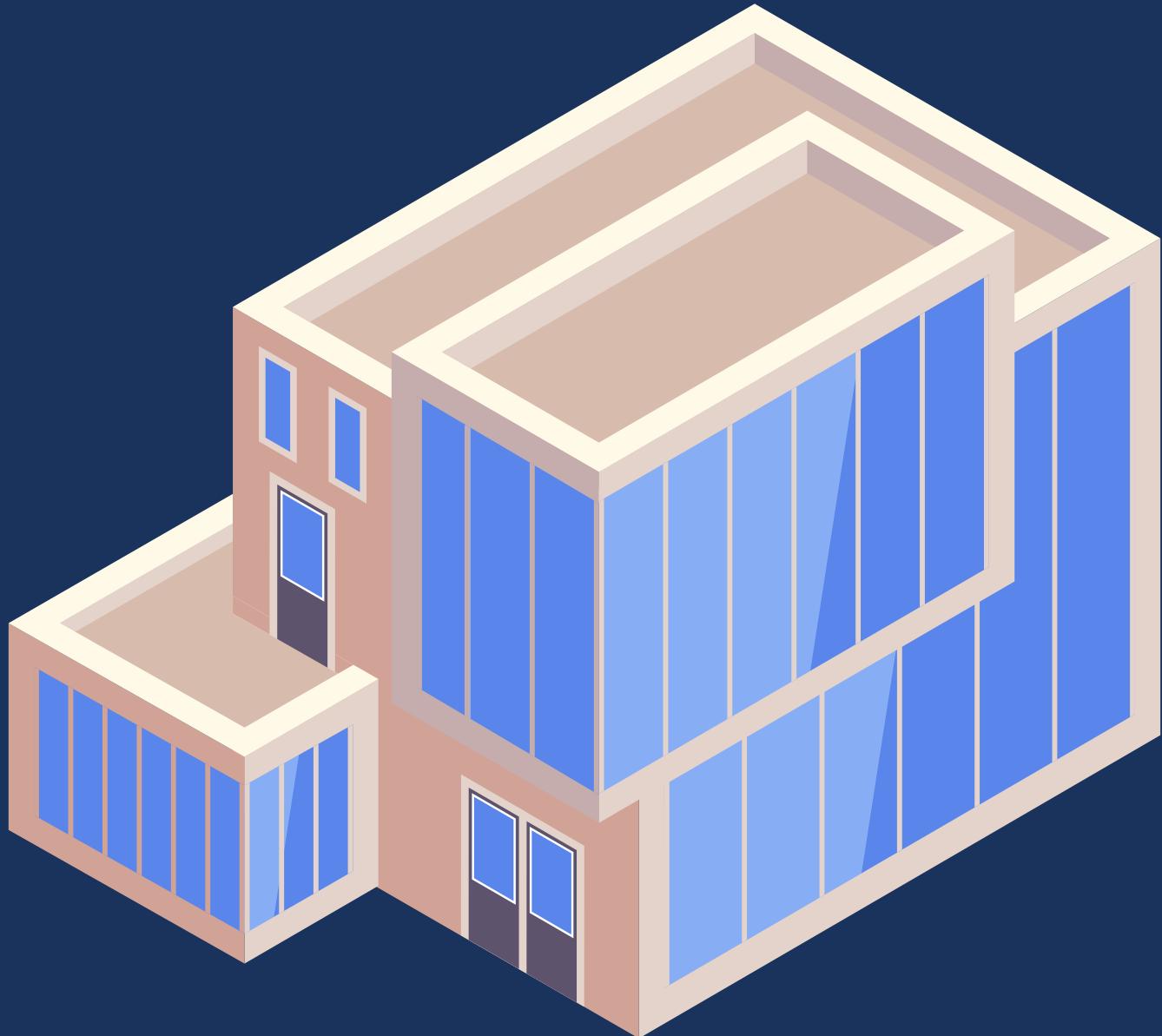




BARBADOS
MINISTRY of
TOURISM

COVID-19 FRAMEWORK

For the Recommencement of the
Lloyd Erskine Sandiford Centre



Scope

This document outlines the strategies for the safe management and operation of the Lloyd Erskine Sandiford Centre in the context of the COVID-19 crisis.

Introduction

The following guidelines are designed to provide owners and operators of the Lloyd Erskine Sandiford Centre operations with clear, actionable standard operating procedures to reduce exposure of themselves and their passengers to COVID-19 while operating within the Centre.

The goal of the Ministry of Health and Wellness is, therefore, to ensure a comprehensive understanding and provide for the appropriate management of the risks associated with COVID-19 exposure. This is done in an effort to reduce exposure in/at the Lloyd Erskine Sandiford Centre. In the context of the COVID-19 crisis, the department will, therefore:

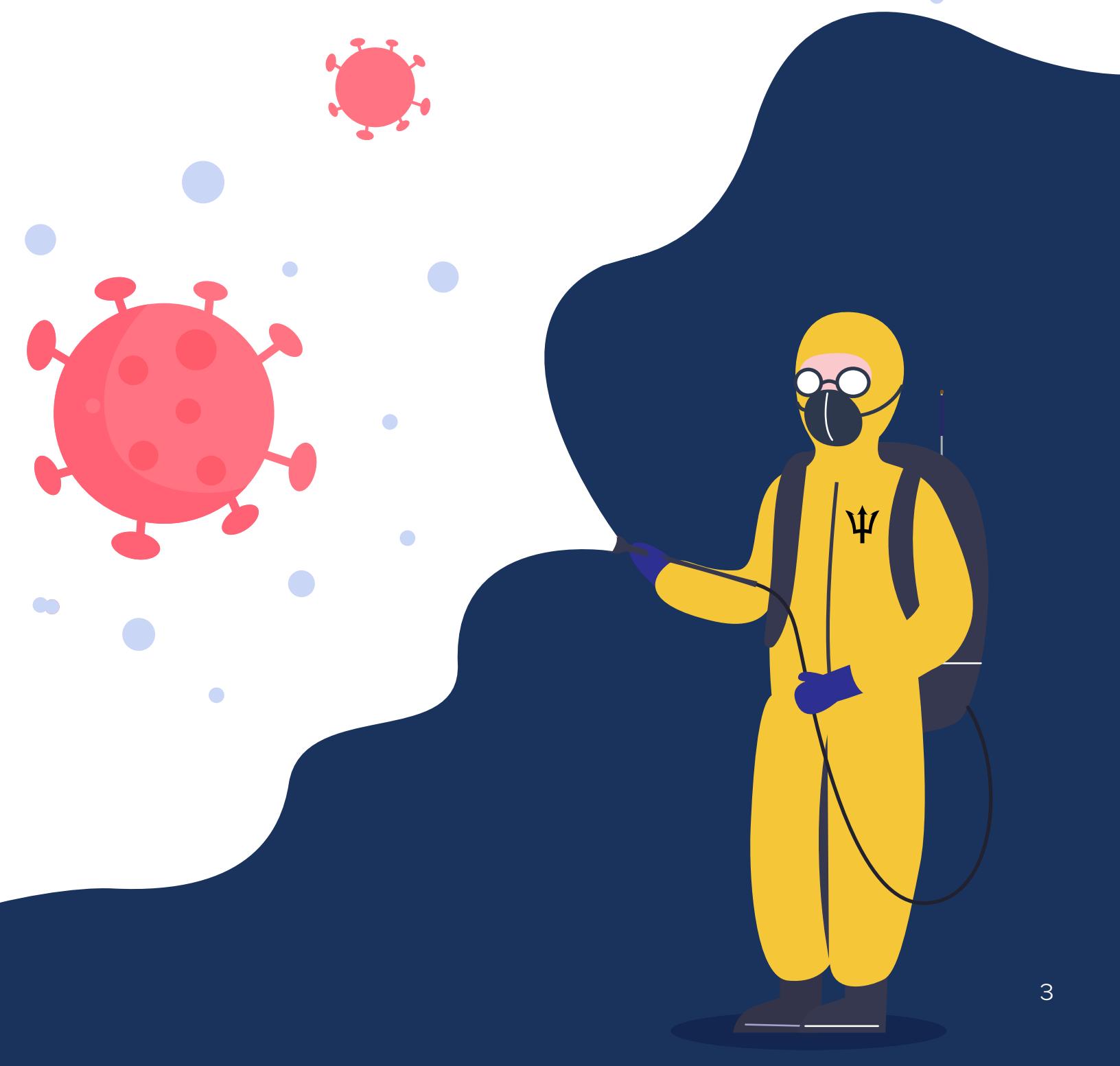
- Review, strengthen, and monitor the Health & Safety Policies and processes of the the Lloyd Erskine Sandiford Centre:
- Personal Hygiene (Including Hand Washing, Respiratory Hygiene)
- Cleaning of contact Surfaces
- Infection Prevention & Control - Use of Standard Precautions (PPE), physical distancing etc
- Monitoring of Illness among Employees

Note: These guidelines are subject to change, as more information on the virus become known.

Owners and operators are encouraged to continually conduct their own risk assessment to determine the risk of exposure and eliminate those risks where possible. Where the risk cannot be eliminated administrative controls such as social distancing should be the next option. Where these are not possible, the requisite PPE must be provided.



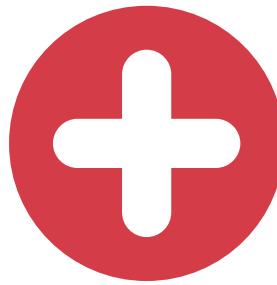
- General Tourism Guidelines



Special Considerations For Companies:

- Employees are expected to work staggered start and finish times to reduce congestion and contact at all times;
- Employees should stay at least 3 feet away from other staff (lunchroom, bathroom, corridors, booths);
- It is recommended that Employees should stay on-site once they have entered the workplace.





Contact Tracing

Operators should maintain a log of every passenger including passenger name, contact details, times collected, location drop off and collection (if applicable).

[Redacted Passenger Name] [Redacted Contact Details]
[Redacted Passenger Name] [Redacted Contact Details]



Cleaning and Disinfecting of Equipment and Public Facilities Before and After Use

At a minimum, all equipment and public facilities must be cleaned and disinfected before being used by new customers. Special attention should be given to commonly touched surfaces in the public facility. Staff responsible for cleaning equipment and facilities must ensure that cleaning and disinfecting procedures are followed consistently and correctly, including the provision of adequate ventilation when chemicals are in use.

Doors and windows should remain open when cleaning the facility. When cleaning and disinfecting, individuals should wear disposable gloves compatible with the products being used as well as any other PPE required according to the product manufacturer's instructions. Use of a disposable gown when cleaning is also recommended, if available.

I

For hard non-porous surfaces within the facility such as sanitary ware, sinks, doors and windows, and grab handles, clean with detergent or soap and water if the surfaces are visibly dirty, prior to disinfectant application. For disinfection of hard, non-porous surfaces, appropriate disinfectants are antimicrobial (**destroying or inhibiting the growth of microorganisms and especially pathogenic microorganisms**) products. Cleaners should follow the manufacturer's instructions for concentration, application method, and contact time for all cleaning and disinfecting products.

II

Operators and Drivers may also use **diluted household bleach solutions** prepared according to the manufacturer's label for disinfection, if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser.

III

Alcohol solutions with at least 70% alcohol base may also be used.

IV

After cleaning, use products that are approved by the Ministry of Health and Wellness for use against the virus that causes COVID-19 and that are suitable for equipment surface.

V

Gloves and any other disposable PPE used for cleaning and disinfecting should be removed and disposed of after cleaning; **WASH HANDS** immediately after removal of gloves and other PPE with soap and water for at least 20 seconds, or use an alcohol-base hand sanitizer with at least 70% alcohol if soap and water are not available.

VI

If a disposable gown was not worn, work uniforms/clothing worn during cleaning and disinfecting should be laundered afterwards using the warmest appropriate water setting and dry items completely.

VII

Cleaners to maintain a daily cleaning log.



Health and Safety Protocols for the Lloyd Erskine Sandiford Centre to mitigate against the spread of COVID -19



The following activities are proposed for the Lloyd Erskine Sandiford Centre Operators in order to decrease the spread of COVID-19 and lower the impact in the workspace. These activities include measures to:

- Reduce transmission among other Operators;
- Maintain healthy business operations; and
- Maintain a healthy work environment;

To ensure the clients and employees of the Lloyd Erskine Sandiford Centre are protected the following steps must be adhered

- | Temperature checks will be conducted on all persons entering the facility
 - a Anyone with an elevated temperature (above 37.5 degrees) will not be allowed access and will be asked to contact the COVID-19 Hotline (243 533-4500) or seek medical attention.



II

Masks will be required to be worn by all persons entering the facility.

Security will provide disposable masks to any meeting attendee who does not have a mask.

III

All persons entering the facility must be registered for contact tracing purposes if required. In the case of meetings, clients are required to submit a list of all persons in attendance to the designated Event Coordinator.

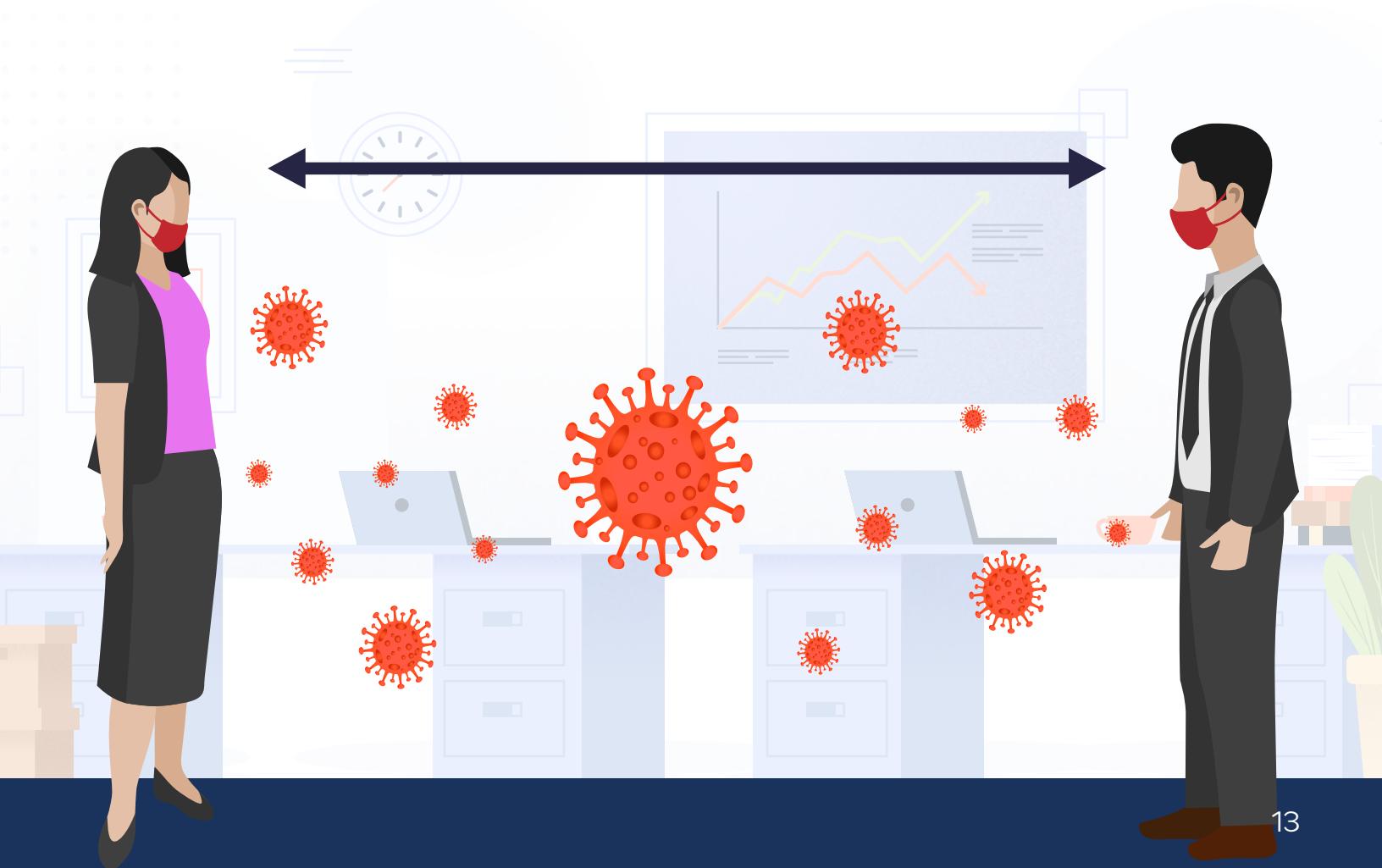


Hand sanitizing

- a. All persons entering the **facility** will be required to use the hand sanitizing station at the main entrance or be sprayed by security personnel. Hand sanitizing station(s) will also be located throughout the facility- the common areas, in the meeting room and immediately outside washrooms.
Staff will monitor regularly to ensure all sanitizing stations are always filled.
- b. All employees must wash hands for at least 20 seconds using soap and water frequently during the day.

Physical distancing of 3ft will be observed.

- a. With respect to seating arrangements. Seating will be set up to allow for 3ft space between chairs. Attendees should not attempt to make any changes to the seating arrangements.
- b. With respect to Onsite Registration lines - registration areas will set up with the relevant floor markings to ensure the physical distancing protocol is observed at all times.
- c. At the conclusion of the event, attendees will be monitored to ensure they exit the meeting room in an orderly manner adhering to the physical distancing protocols.
- d. Use of the elevators will be limited to two (2) persons only.



Cleaning & Disinfecting

- a. All rooms must be disinfected after each event as part of the set-up preparation for the next event.
- b. Increase frequency of cleaning of washrooms, door knobs , hand rails etc...



IV

Room set ups with microphones.

- a. Aisle Microphones will be set up with the relevant markings in place so that persons who wish to speak will engage in physical distancing while waiting in the queue and should avoid touching the microphone. LESC personnel will be on hand to monitor and rotate and sanitize microphones after every 3 persons or if a breach occurs.
 - b. Table microphones will be set up by 1 person.
-

V

Food & Beverage will be provided according to the Ministry of Health and Wellness.



VI

Service Staff, outfitted with masks and relevant protective gear will be provided to serve coffee and refreshments for each attendee. (gloves are not recommended for the serving of food and drink. Servers are required to wash their hands before engaging in food handling.

A separate person or persons should be designated to remove used glasses and cutlery

Please follow the Ministry of Health and Wellness food handlings protocols where necessary.





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