



COVID-19 Operating Procedures

Ocean Dive & Sports Centre

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General

Operations overview

All operations/centres to establish the following:

- The number of customers which can be present inside the outlet at any given time will be displayed outside the shop.
- Staff must wear masks and maintain physical distance.
- Tourists must wear masks/cloth face coverings in enclosed spaces and where physical distancing is not possible.
- Reception area will be cleaned and disinfected at least twice a day. High touch surfaces must be cleaned and disinfected every 4 hours.
- Sign boards/ posters to remind guests about physical distancing, wearing masks, hand hygiene will be displayed at guest reception areas.
- Symptomatic people will not be allowed to enter/participate in any activities
- To allow physical distancing, non-participating family members and friends will be discouraged to enter the premises or attend excursions.
- Guest will be discouraged from handling shop items that they do not intend to buy.
- Face masks and gloves to be available in key locations in operational and back of house areas.
- All staff and guest areas are to be equipped with hand sanitizers.
- Hand sanitizers to be located outside the outlet for use by entering guests.
- All centres to be disinfected once a day.

Disinfecting

Primary

- Oxivir Five 16 Concentrate (1:64 ratio) disinfecting immersion tank
- Oxivir Five 16 Concentrate (1:64 ratio) disinfecting sprays

Secondary

- Sodium hypochlorite 5% (1:50 ratio) disinfecting immersion tank
- Sodium hypochlorite 5% (1:50 ratio) disinfecting sprays

Others

- Anti-bacterial cleaner and mechanical action (scrubbing) – will not kill virus on its own.
- Alcohol cleaners (and hand sanitizers) at minimum 70% alcohol or propanol concentration to be effective

In case of use by symptomatic person:

- Oxivir Five 16 Concentrate (1:16 ratio) disinfecting immersion tank
- Oxivir Five 16 Concentrate (1:16 ratio) disinfecting sprays
- Sodium hypochlorite 5% (1:9 ratio) disinfecting immersion tank
- Sodium hypochlorite 5% (1:9 ratio) disinfecting sprays

Note:

All disinfecting solutions must avoid exposure to sunlight and high temperature, excessive dilution and dirty – replace when necessary or maximum every 8 hours.

All operations **MUST** establish an area for disinfecting equipment, this will include:

- Disinfecting immersion tank (items can be fully submersed in disinfecting liquid)
- Items can be spray disinfected
- Area will be clearly signed to avoid confusion and possible cross contamination.

Staff Tracker

On a daily basis, all staff needs to be monitored for possible symptoms. The following information need to be recorded for each staff member:

- Date and time
- Staff name
- Any fever
- Any cough
- Any shortness of breath
- Measured temperature

Any staff registering a temperature of or greater than 37.5°C must be referred immediately to the resort doctor.

Guest Tracker

All outlets must track guests that enter the facility or partake in activities. The guest tracker must include the following:

- Date and time
- Guest name
- Villa number
- Name of attending staff
- Contact duration
- Must have verbal confirmation from the guests that they have no symptoms of COVID-19 [eg. fever, cough or shortness of breath]

It is important that these records are meticulously maintained and available to the resort/HPA upon request.

Snorkel gear rental

General handling

- Hands must be sanitized with antiseptic solution (alcohol >70%) prior to handling mask and/or snorkel.
- Any contact with another surface, the staff member must sanitize hands again.
- If the guest or any other member of staff touch the mask and/or snorkel without sanitised hands, it is to be considered contaminated.
- Any contaminated equipment to be isolated and placed in the disinfecting immersion tank.
- Staff are not to directly touch items that have been on another person's face or in their mouth.
- After each guest staff member must sanitize hands and countertop to limit any possible cross contamination.

Receiving equipment

- Guests must remove and deposit the mask, snorkel and dive regulators directly into the disinfecting immersion tank themselves – items must not be handled by staff members. **Items to remain in the tank for minimum of 5 minutes.**
- Fins, bags and other low risk items to be separated into different bins and each sprayed with disinfectant and left for minimum 10 minutes.
- Once the minimum disinfecting time has passed the equipment can be cleaned as normal using antibacterial cleaner and mechanical action (scrubbing).
- If items are to be handled by staff they must wear gloves and mask.

Storing equipment

- Once items are dry, it will be placed in sealed bag.
- Staff to ensure that their hands are cleaned and sanitised during this process.
- If there is any possible chance of cross infection occurring, the items can be sprayed with disinfectant solution and isolated for a minimum of 10 minutes.
- If necessary or any concern about cross contamination, all items to be placed back in disinfecting immersion tank.

SCUBA DIVING

New Pre-Medical screening from DAN/RSTC [referring to newly issued medical form that is in the appendix]

- Form to be merged into diver check in forms (both qualified and training courses).
- Any diver that responds positive to the form is to be referred to a Doctor as recommended on the form.
- Divers who have tested positive with COVID-19 but have remained completely asymptomatic, must wait ONE month before resuming diving.
- Divers who have had symptomatic COVID-19, must wait at least THREE months before applying for fit-to-dive clearance conducted by a diving medicine specialist.
- Divers who have been hospitalised with or because of pulmonary symptoms in relation to COVID-19, must wait at least THREE months before applying for fit-to-dive clearance conducted or coordinated by a diving medicine specialist, with complete pulmonary function testing (at least FVC, FEV1, PEF25-50-75, RV and FEV1/FVC, and an exercise test with peripheral oxygen saturation measurement) as well as a high-resolution CT scanning of the lungs.
- Divers who have been hospitalised with or because of cardiac problems in relation to COVID-19, must wait at least THREE months before applying for fit-to-dive clearance conducted or coordinated by a diving medicine specialist with cardiac evaluation, including echocardiography and exercise test (exercise electrocardiography).

General guidelines [referring to 1. C-19_DAN-E_Recommendations_300420_EN]

- All customers' personal items, including clothing, towels and bathrobes will be stored in a way that avoids contact with common surfaces. Bags, boxes, containers etc will be used to store these items.
- Lockers will be disinfected if used by any customer.
- Customers may be encouraged to bring at least their own diving mask.
- Rental masks if used for fit-testing will require disinfection.
- Rental equipment will be disinfected as indicated, after each use, paying particular attention to regulators, buoyancy-controlled devices, snorkels and masks etc. After disinfection, keep the devices in closed bags for use later.
- Instruct customers not to touch the cylinder valve outlet or regulator inlet when assembling and disassembling their scuba unit.
- Divers will be reminded to avoid touching other divers' equipment, especially those parts that come into close contact with the diver's face and mouth.
- Both in case of emergency and when performing drills, it is recommended to use an alternative gas source and avoid donating the regulator from which the diver is breathing.
- Keep areas for returned rental equipment separate from areas where disinfected equipment is stored.
- Customers will be prevented from entering the area where disinfected equipment is stored. Gear will be brought out to customers.
- Disinfect gear such as snorkelling gear, diving masks, tubing and mouth piece with 1:50 bleach solution. These objects will be completely immersed in the solution for at least 5 minutes for disinfection. Rinse after disinfection.
- In case of equipment used by a symptomatic person, they must be disinfected with 1:9 bleach solution.
- Avoid use of alcohol-based solutions for cleaning of cylinders or filling hoses used for oxygen enriched air as there is a risk of causing fire or explosion.
- The Dive Centre premises must be disinfected daily. Common areas such as changing rooms must be disinfected whenever used by different people.
- Sign boards/ posters to remind guests about physical distancing, wearing masks, hand hygiene will be displayed

Water Sport Centres

General guidelines

- Prior booking must be made for all water sports activities. Ask the guests if they have any fever or respiratory symptoms at the time of making the booking. Symptomatic people will not be allowed to use this service.
- Hand sanitizers to be placed at water sports counter.
- Staff at the booking counter to wear masks and maintain at least one meter distance from guests.
- To allow physical distancing, non-water sports family members and friends will be discouraged to enter the premises.
- All customers' personal items, including clothing, towels and bathrobes will be stored in a way that avoids contact with common surfaces. Bags, boxes, containers etc will be used to store these items.
- Lockers to be disinfected after each use.
- All rental equipment to be disinfected after each use.
- All guest will be reminded to avoid touching other water sports users' equipment.
- Keep areas for returned rental equipment separate from areas where disinfected equipment is stored
- To display proper signage in areas where disinfected equipment is stored to prevent guests from entering.
- In case of equipment used by a symptomatic person, they must be disinfected with 1:9 bleach solution.
- The Water Sports Centre premises must be disinfected daily. Common areas such as changing rooms must be disinfected whenever used by different people

Appendix

1. C-19_DAN-E_Recommendations_300420_EN
2. Diver_Medical_Participant_Questionnaire_English_2020-06-22
3. Diver_Medical_Participant_Questionnaire_English_2020-06-22
4. FINAL-GUIDELINE-ON-WORK-PLACE-SAFETY-DURING-COVID-19-
Version-I
5. Public Health Interventions