

# Measures to reduce the spread of SARS-CoV-2



## Campsites and Holiday Villages Guidelines and recommendations

**Prepared by the Technical Committee established by the ICTE in collaboration with the Spanish Federation of Campsites and Holiday Villages (FEEC), territorial sector organisations, sector companies, and agreed with the Spanish Association of Labour Prevention Services (AESPLA), PRLInnovación, and with the trade unions CCOO and UGT.**

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## 0. INTRODUCTION

Tourism is one of the most important sectors in our country. However, the current COVID-19 crisis means protocols must be established so that the reopening of facilities does not increase the risk of community contagion, as well as the protection measures necessary for workers in this sector. For this reason, the State Secretariat for Tourism and the Autonomous Regions have agreed to coordinate a single health protocol for COVID-19 to prepare for the reopening of the tourism sector as the containment measures are relaxed. The Spanish Tourism Quality Institute took part in drafting this standardised protocol, with requirements for each tourism subsector or activity, to help companies in the campsite industry identify and analyse risks in their organisations and implement best practices in their services, at their facilities and with their personnel in order to halt the virus.

## 1. PURPOSE AND SCOPE

Without prejudice to current legislation, this document includes guidelines and recommendations to be applied by campsites and holiday villages in order to minimise the risk of SARS-CoV-2 virus infection.

The various services will begin operating in accordance with the timetable published by the government or according to any future amendments.

## 2. TERMS AND DEFINITIONS

### 2.1. COVID-19

COVID-19 is a disease caused by the SARS-CoV-2 coronavirus, a virus first detected in December 2019. The most common symptoms caused by this disease are fever, coughing and shortness of breath. Other symptoms may include fatigue, aches, runny nose, sore throat, headache, diarrhoea, or vomiting. Some people lose their sense of smell or taste.

(Ministry of Health, Consumer Affairs and Social Welfare, 2020).

### 2.2. Risk

The possibility of a person becoming infected with the SARS-CoV-2 coronavirus.

## 2.3. Risk Management

Coordinated activities to direct and control the organisation in relation to the risk.

(UNE-ISO 31000:2018)

## 3. RISK MANAGEMENT REQUIREMENTS

### 3.1. General requirements

Establishments must commit strongly to risk management and lead in the systematic implementation of measures to minimising risk.

Risk management must form part of every process in these establishments, and therefore the different processes must be coordinated.

Based on the outcome of the risk assessment, the establishment will draw up a Contingency Plan detailing the specific measures it will take to reduce the risks of COVID-19 infection. This preventive activity should be conducted before resuming activity. As a legal requirement, prevention officers or workers' representatives must be consulted in the process of drafting the adaptation of the risk assessment and the resulting health and safety protocols, but it would be advisable for this contingency plan to be arrived at as a consensus between the company and the health or safety committee (or the management committee, as appropriate).

### 3.2. Health and Safety/Management Committee

Where there is no Health and Safety Committee, the company must set up a risk management committee, which will include the workers' legal representative. The management and duties of this committee must always comply with the Law on the Prevention of Occupational Risks (LPRL).

Once the risks have been identified and assessed as provided by the LPRL, the committee will be responsible for defining strategies and decision-making to minimise health and hygiene risks due to COVID-19.

In particular, this committee must:

- Set targets
- Establish mechanisms for gathering information to make the best decisions (consultation with authorities, employees, specialists, etc.)
- Establish a coordination method (between the committee members, with workers' representatives, ORP service or the person with these duties depending on the type of preventive

organisation chosen by the company, with the employees, competent authorities in each matter, suppliers and subcontractors).

- Assess the risks and draw conclusions.
- Design the necessary protection measures and include them in a contingency plan.
- Plan the implementation of the contingency plan.
- Implement the contingency plan based on the size and complexity of the company, and monitor its compliance, assessing its effectiveness and modifying it if necessary according to the effectiveness demonstrated.

This contingency plan must include at least:

- The possibility of modifying the decision-making processes, if necessary.
- The assignment of authorities and responsibilities within the framework of risk management.
- The allocation of human and material resources, including determining the use of Personal Protective Equipment (PPEs) in accordance with the needs derived from the occupational risk assessment and notwithstanding the provisions laid down in this standard and in applicable regulations for the prevention of occupational risks.
- The determination and implementation of an action protocol in the event that an employee or customer shows symptoms that are compatible with COVID-19, following in all cases the guidelines for the prevention of occupational risks and of the health authorities respectively, and considering the revision of cleaning and disinfection protocols for potentially contaminated surfaces.
- The supervision of compliance with the recommendations and guidelines issued by health authorities regarding special measures against COVID-19, both by employees and guests, as well as the additional measures contained in the contingency plan resulting from the risk assessment.

### 3.3. Material resources

Campsites must establish the actions needed to acquire resources, as identified in the risk assessment and the contingency plan, always taking into account the health authority recommendations (e.g. masks, gloves).

Campsites must consider any possible restrictions on the provision of material resources and service limitations stemming from such restrictions, assessing feasible possibilities other than those initially proposed if necessary, always with the agreement of the legal workers' representative.

If at any time a lack of material resources is detected, the health and safety/management committee must analyse the situation and report it to the competent authorities to safeguard the company and its employees. It may analyse and propose alternative resources and measures.

### 3.4. General measures for campsites and holiday villages

The campsite must:

- Plan tasks and work processes so as to guarantee safe distancing established by health authorities; workstation layout, the organisation of movement within the establishment, and the distribution of spaces (furniture, shelving, corridors, etc.) in the workplace must be adapted if necessary. If this is not possible, alternative measures shall be taken to avoid the risk of transmission by contact. If employees work in shifts, the shifts should be planned whenever possible so that the same employees are always in the same shift groups. Similarly, if staff need to change their clothes, a space must be provided that also ensures interpersonal safe distances, or the maximum capacity of any staff changing rooms must be established. Additionally, social distancing must be maintained at internal meetings.
- Assess whether there are workers who are vulnerable to COVID-19 in the workplace and determine specific security measures for them.
- Have a contactless thermometer.
- If employees clock in and out using a contact-based system (fingerprint, digits) which cannot be reliably disinfected, a clocking-in system should be implemented that avoids different employees touching the same surface. If choosing to disinfect the system after each use, disinfectant solution must be provided.
- Ensure suitable protection for employees, facilitating hand washing with soap and water, or if this is not possible, the use of hand sanitiser.

- Provide hygiene guidelines with complete, clear and intelligible information on the hygiene rules to be used in the workplace, before, during and after work; these can be reinforced with posters.
- Allow time and provide facilities for correct hand hygiene.
- Provide adequate PPE as identified in the occupational risk assessment. If any service is subcontracted, the main company will supervise that subcontracted personnel have the necessary personal protective equipment.
- Establish rules for the use of facilities where work is carried out and shared spaces to maintain a safe distance (e.g. lifts, canteens, accesses and shared areas, changing rooms).
- Ventilate the different areas of the establishment at least daily and more frequently whenever possible.

Also:

- Safe distances must be respected in all activities. This means that occupancy levels must be monitored when necessary. If this is not possible, the necessary protective measures and equipment must be ensured.
- Depending on the type of uniform, the campsite must determine the type and frequency of cleaning. Since uniforms should only be worn during the working day, the establishment should wash staff work clothing along with its linens, ensuring that they are cleaned at a temperature of >60°C. If staff wash uniforms at home, the establishment must inform employees that they should be washed at >60°C. Work clothes must be placed in a closed bag for transport. When uniforms cannot be washed at that temperature, they must be adequately disinfected.
- Workers should be trained in the correct use and maintenance of the masks, gloves and PPE they use. A record must be kept of this training.

## 3.5 Protective measures for personnel

### 3.5.1 General requirements

Personnel must be informed about the contingency plan and their specific responsibilities within the framework of risk management.

Specifically, personnel must:

- Have clear and intelligible information, and specific and updated training on the specific measures to be implemented.
- Avoid greeting other staff members and customers with physical contact, including shaking hands. Safe distances must be respected whenever possible.
- Take into account the result of the risk assessment of each workstation, which will determine whether or not it is compulsory to use a mask and the characteristics of the mask according to the task to be carried out (e.g. hygienic, surgical), as well as the time of use according to its characteristics.
- Immediately throw away any personal hygiene waste -especially tissues- as well as PPE in authorised, non-manual waste bins or containers.
- Wash their hands thoroughly after sneezing, blowing their nose or coughing, or touching potentially contaminated surfaces. However, the hand washing protocol must be adapted to the characteristics of the facilities, for example, when personnel is unable to wash their hands regularly due to the physical characteristics of the facilities. In this case, the use of hand sanitiser must be ensured.
- Regularly disinfect personal objects (glasses, mobiles, etc.) throughout the day with a hand sanitiser or soap and water when feasible, and workstation elements (screen, keyboard, mouse, etc.) during shift changes. Specific products applied with a cloth, or special disinfectant wipes, must be used to disinfect electronic equipment.
- Do not share other employees' work equipment or devices. If certain equipment or devices are shared, the campsite must establish cleaning and disinfection guidelines between each use to reduce the risk of contagion.
- Wear clean work clothes daily.

If there is a staff canteen, measures must be taken to ensure social distancing. Likewise, the use of dining rooms, rest rooms, canteens, etc., must be regulated, establishing their maximum occupancy for minimum safe distancing and optimum hygiene.

### 3.5.2 Specific requirements for cleaning personnel

Cleaning personnel must wear appropriate personal protective equipment depending on the level of risk and the findings of the occupational risk assessment. Staff must at least wear a mask and gloves. Gloves must be changed for cleaning each rental unit.

After each cleaning session, they must safely dispose of the materials and protective equipment used, and then wash their hands. Buckets with lids will be provided for disposal and subsequent management.

If the services described here are subcontracted, the campsite will supervise that personnel have the necessary personal protective equipment and act according to the established procedures.

### 3.6. Informative measures

#### 3.6.1 Before the guest's arrival

When guests book a stay, the establishment will send them the campsite's regulations and guidelines based on the contingency plan to reduce the hygiene and health risks of COVID-19. These terms must be accepted to formalise the booking.

In the case of guests with no booking, an informative document on preventing COVID-19 infection and the sanitary measures adopted by the campsite will be provided on arrival at the establishment.

#### 3.6.2 During the guest's stay

Guests must be informed of the measures in the plan that directly affect them and which they must apply (e.g. use of masks, hand washing, safe distances, etc.) and the measures to be taken when a guest does not comply with the guidelines established in the contingency plan must be included and defined.

The establishment must inform guests of the service conditions and prevention and hygiene measures established for their acceptance before confirming a booking.

Informative measures must include:

- Signage with preventive measures implemented in the centre and guidelines to be followed by guests.
- Indication of positions respecting safe distancing with markings or alternative measures (e.g. at reception, at the restaurant entrance, etc.)

The information provided must be in at least one foreign language (taking into account the country/countries of origin of guests).

The establishment must encourage employees to comply with the measures defined in the contingency plan and must provide its personnel with the necessary information regarding preventive and hygienic measures, and for proper use of protective material.

## 4. SERVICES

### 4.1. Reception, welcome and check-in service

The following preventive measures must be enforced:

- Establish the necessary mechanisms to ensure safe distancing. If this is not possible, physical barrier elements must be installed to ensure reception staff are protected. These must be easy to clean and disinfect. As far as possible, priority must be given to providing reception services through an outside window.
- Hand sanitiser must be available in the reception and welcome area for guest use. Individual headsets and headphones will be provided for the telephone; they may not be shared.
- The minimum safe distance between guests must be ensured and visible distance markers installed to avoid crowding (or another method to achieve this goal).
- Pre-check-in, online payment, and payment by card or other electronic means, preferably contactless, must be encouraged. This applies to all campsite services. Similarly, priority will be given to telephone contact so that guests do not have to go to reception. For this purpose, guests must be provided with a telephone number, instant messaging number or other system to contact staff during customer service hours.
- If contact is required, the POS must be disinfected after each use. The card must only be handled by the guest.
- Counters must be cleaned and disinfected periodically, depending on how many guests there are. Shared brochures must be removed from the reach of guests as well as decorative elements that prevent proper hygiene and cleaning.

Reception staff must have emergency numbers and nearby hospitals or health centres.

When possible or available, plots and/or rental units (bungalows, mobile homes, etc.) must be assigned, giving priority to those that have been empty 48 hours prior to the arrival of the new guest.

### 4.2. Restaurant Services

The "Measures to reduce the spread of SARS-Cov-2 in catering services" (ICTE, 2020) will be implemented for restaurant services.

### 4.3. Entertainment

Entertainment activities must be designed and planned in such a way that capacity can be controlled and the minimum safe distance respected. Otherwise, masks must be worn. They shall be held outdoors whenever possible and the exchange of objects must be avoided.

Entertainment activities will comply to regulations issued by the competent authority at any time in relation to the number of people who can participate.

In all cases, materials used for entertainment activities must be disinfected before each use.

## 5. PUBLIC AND LEISURE AREAS

### 5.1. Public areas

The establishment should pay particular attention to the cleaning and disinfection of shared-use areas. The establishment must determine and announce the maximum occupancy of the different shared spaces.

Specifically it will:

- Public toilets should have paper towel dispensers or hand dryers. Towels, even for individual use, must be avoided. The use of appropriate footwear must be recommended in showers.
- Toilet bins must be non-manual and double bagged.

According to Order SND/386/2020 of 3 May, shared toilets must be cleaned and disinfected at least 6 times a day.

Also:

- Consumables must be replaced as needed (soap, paper towels, etc.).
- Paper, gel and soap dispensers should be cleaned periodically, depending on the level of use.
- If the competent authority allows their use and always following its instructions, a more frequent cleaning and disinfection programme will be implemented in play areas and facilities. Hygienic measures must be provided for use at the entrance to the play area (hand washing or use of hand sanitiser). Child caregivers will maintain strict personal hygiene with frequent hand washing and/or use of hand sanitiser.

- In the case of gyms, safe distances must be respected between machines. If minimum safe distances cannot be guaranteed, the facility must be shut down. Users must be encouraged to use their own towel for facilities and equipment. In any case, rooms must be ventilated several times a day. Any public drinking fountains must be sealed unless they are continuous flow, automatic or pedal activated. Machines will be cleaned and disinfected after each use. The same applies to common gym elements such as weights, fitness balls, dumbbells, etc., which should be removed if their cleaning and disinfection cannot be ensured.
- In the case of swimming pools, the guidelines and recommendations to be applied in accordance with the results of the requested scientific report on the behaviour of the virus in the water of both outdoor and indoor swimming pools must be followed.

## 5.2. Bathrooms and toilets

Depending on the physical characteristics of sanitary facilities, the campsite must define:

- how to ensure interpersonal safe distances (e.g. in toilets, men's urinals);
- whether to close some facilities;
- maximum occupancy of the spaces, establishing an entry system and encouraging guests to wait outside the facilities;
- exclusive use for guests who do not have these services in their camping accommodation;
- providing hand sanitiser at the access door;
- ventilation and frequent, in-depth disinfection of the entire facility, especially taps, doors, toilets, shower taps.

The campsite must post visible distance markers to avoid crowding.

## 5.3. Laundry

Minimum safe distances must be ensured (e.g. by installing visible distance markers to avoid crowding). Maximum occupancy must be indicated and reported in order to avoid crowding. Hand sanitiser must be provided next to the laundry with signs showing it must be used before entry.

## 6. MAINTENANCE AND CLEANING

## 6.1. Cleaning plan

The establishment must adapt its cleaning and disinfection plan taking into account the risks identified in the assessment. The plan should at least consider:

- An increase in the frequency of cleaning and wiping, especially areas with greater contact (surfaces, doorknobs, washbasins, taps, handles, lifts, reception desk, doors, room keys/cards to rental units such as bungalows and mobile homes, telephones, remote controls, toilet flush, protection barriers, air conditioning, dryer, gym machinery, handrails, etc.). Specifically, employee work areas must be disinfected at the end of their shift (e.g. reception counter, till, etc.).
- Cleaning surfaces with disinfectants.
- Public areas which guests have used must be ventilated daily.
- The use of disinfectant cleaning products under safe conditions, e.g. freshly prepared bleach solution (chlorine concentration 1 g/L, prepared with a 1:50 dilution of bleach concentrated at 40-50 g/L). 62-71% ethanol or 0.5% hydrogen peroxide solutions are also effective over one minute, and other approved and proven alternative methods can also be used. All disinfectants used must be proven to be effective and be used in accordance with product safety information.
- Cleaning camping areas and bungalows/mobile homes in safe conditions.

Cleaning trolleys (if any) must be cleaned and disinfected after each shift change when they have been used.

Bins in shared areas must be collected in such a way that they are sealed and transferred to the collection point.

A daily cleaning record of shared areas or rental units must be kept, indicating the frequency and cleaning method used.

The contingency plan should determine the impact of the necessary cleaning measures on the planning and organisation of work because of the special importance of this area in this context.

## 6.2. Cleaning camping areas and rentals

During the COVID-19 emergency, the plot and rental unit cleaning and disinfection plan must specifically consider the cleaning and disinfection of plots, and who must complete these tasks depending on the use of the space, to remove waste, air rental units (bungalow, mobile home, etc.), and replace towels and bed linen in each rental unit. All of this will follow the frequencies established based on campsite occupancy. In addition, special attention will be paid to:

- Cleaning and disinfection of walls, floors, ceilings, mirrors and windows, furniture, equipment and decorative and functional elements.
- Cleaning and disinfection of any surface or equipment with a high level of use/contact.

### 6.3. Textile cleaning

The following requirements must be enforced:

- Dirty or used textiles should be collected, put in a bag and closed until treatment at the laundry.
- Used textiles must not be shaken. In the case of linens, avoid placing them on the rental unit floor.
- Personnel should wash their hands after handling used textiles.
- Used textiles must be washed at >60°. If the laundry service is outsourced, the service provider must be informed of the minimum required temperature.

A systematic approach should be defined to avoid cross-contamination, with clean linen only being laid out once the room has been cleaned and disinfected. Dirty laundry must be put in bags before being placed on cleaning trolleys.

### 6.4. Preventive maintenance plan

A specific protocol must be available for maintenance personnel who must enter rental units and/or camping areas while they are occupied. This protocol must at least specify the following:

- Maintenance personnel must be protected with the personal protective equipment determined by the findings of the job risk assessment.
- Once the assistance or repair has been completed, personnel must dispose of PPEs as defined in the contingency plan, and then wash their hands.
- Maintenance staff tasks inside the rental unit and/or camping area should preferably be completed when the guest is not there. Otherwise, safe distancing must be respected, and if this is not possible, the guest must be asked to wear a mask while maintenance staff are in the camping area and/or rental unit.

Specifically, the air conditioning system between rooms must be checked, especially the cleanliness of filters and grilles.

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- [6] Ministry of Health, Consumer Affairs and Social Welfare (2020). Action procedure for occupational risk prevention services in relation to exposure to COVID-19.
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APPENDIX I:

WHO RECOMMENDATIONS FOR HAND WASHING

# How to wash hands

 Duration of the entire procedure: 40-60 second



**0** Wet hands with water;



**1** Apply enough soap to cover all hand surfaces;



**2** Rub hands palm to palm;



**3** Right palm over left dorsum with interlaced fingers and vice versa;



**4** Palm to palm with fingers interlaced;



**5** Backs of fingers to opposing palms with fingers interlocked;



**6** Rotational rubbing of left thumb clasped in right palm and vice versa;



**7** Rotational rubbing, backwards and forwards with clasped fingers of right hand in left palm and vice versa;



**8** Rinse hands with water;



**9** Dry hands thoroughly with a single use towel;



**10** Use towel to turn off faucet;



**11** Your hands are now safe.

 **World Health Organization** | **Patient Safety**  
UNA ALMAZAR MUNDIAL PARA UNA ATENCION MS SEGUERA | **SAVE LIVES**  
**Clean Your Hands**

## APPENDIX II: PROPER USE OF PPE.

### MASK

Based on the General Secretariat of Industry and Small and Medium Enterprises Resolution of 23 April, regarding personal protective equipment in the context of the health crisis caused by COVID-19, if a device does not have an EU certificate from the Notified Body (together with the manufacturer's Declaration of Conformity and the other information required on the product/package for CE marking), in order to be supplied/marketed on an exceptional basis, it must be temporarily authorised by the relevant market control authority (section 1.2 of the resolution).

In general, the recommendation is to use disposable PPE or, if not, that can be disinfected after use, following the manufacturer's recommendations.

PPE must be chosen in such a way as to guarantee maximum protection with minimum discomfort to the user, and to this end it is especially important to choose the size and design that will suit the user.

The correct placement of PPE is essential to avoid possible routes of entry for the biological agent; equally important is PPE removal to avoid contact with contaminated areas and/or dispersion of the infectious agent.

PPE must be disposed of safely, in closed bags deposited in the waste container (not the recycling container).

#### Masks

In the context of the current COVID-19 epidemic, hygienic masks are recommended in the workplace (non-reusable, manufactured according to UNE 0064-1 and limited to 4 hours of use, or reusable, manufactured according to UNE 0065, and which must be washed at 60°C after a similar period of use). Surgical masks can also be used (UNE-EN 14683: 2019) although it is preferable to reserve these for infected personnel or those with symptoms compatible with COVID-19.

In any case, and as a general rule, masks need not be used in an environment where there is no evidence of a person or surfaces potentially contaminated by SARS-CoV-2, as long as the safe distance can be maintained.

If accessing areas with infected persons, respiratory protection masks (FFPII or FFPIII) must be used unless a 2-metre distance can be maintained. Dual masks may also be used, which must comply with both PPE and MD (medical device) legislation.

Under no circumstances should you touch the front of the mask with your hands during use and removal. Masks must not be left on the forehead or neck, or kept in a pocket between uses.

*Note: surgical masks and hygienic masks are not considered PPE.*

## Hygienic masks in general population



Most people catch COVID-19 from other people with symptoms. However, there is increasing evidence of the role of people who are asymptomatic or have mild symptoms in spreading the virus. Therefore, under some circumstances, the use of hygienic masks in the general population could help reduce virus contagion.

This is only true if they are used correctly and in compliance with prevention measures to reduce community contagion.

If you have symptoms, stay at home and isolated in your room.	Stay 1-2 metres away from others.	Wash your hands frequently and thoroughly.	Do not touch your eyes, nose or mouth.	Cover your mouth and nose with your inner elbow when coughing or sneezing.	Use disposable tissues.	Remote work whenever possible.

A hygienic mask is a non-medical product that covers the mouth, nose and chin; it has straps for the head or ears.

UNE technical specifications have been published for manufacturing hygienic masks:  
 - Reusable (adults and children)  
 - Non-reusable (adults and children)



### WHEN to use a mask?

- When you cannot maintain a safe distance at work, when shopping, in closed spaces or on the street.
- When using public transport.

### WHO should wear a mask?

Healthy general population.



### Use masks properly to avoid generating more risk

- Wash your hands before putting it on.
- The mask should cover your mouth, nose and chin at all times. It must adapt to your face.
- Avoid touching the mask while wearing it.
- For comfort and hygiene, masks should not be worn for more than 4 hours. If it gets wet or damaged, replace with another mask. Do not reuse masks unless they are marked as reusable.
- To remove the mask: remove it from behind without touching the front, discard immediately in a closed bin and wash your hands.
- Reusable masks should be washed according to the manufacturer's instructions.

21 April 2020  
 Consult official sources for information  
[www.mscbts.gob.es](http://www.mscbts.gob.es)  
 @sanidadgob



*Hygienic masks in general population (Ministry of Health, 2020)*

### APPENDIX III: PROPER USE OF PPE. GLOVES.

Protective gloves must comply with EN-ISO 374.5:2016. They should be made of vinyl or nitrile, but other more resistant materials can be used if the activity to be performed so requires. Gloves must be CE marked.

Gloves can create a false sense of protection, so hand hygiene before and after use is very important, especially if potentially contaminated surfaces have been touched.

Gloves must be changed as often as indicated according to their use and the manufacturer's instructions. In any case, sanitiser can be applied to them to prolong their use, but at any sign of deterioration (perforation, tearing, etc.) they must be replaced.

The correct way to remove gloves without contaminating hands is as follows:



*Procedure for occupational risk prevention services*

*(Ministry of Health, 2020)*

*Learn to take off disposable gloves without risk*

*(Nursing Association, 2020)*

## APPENDIX IV:

### MODE OF ACTION FOR INFECTED OR AT RISK PERSONNEL

Basic knowledge about Covid-19 to be taken into account for prevention:

- The main symptoms of Covid-19 are coughing, fever and difficulty breathing, and muscle pain and headache in some cases.
- 80% of cases present mild symptoms and the incubation period is 2-14 days. 50% of cases begin to show symptoms within 5 days of infection.
- If a worker begins to have symptoms compatible with the illness, they must immediately contact the telephone number provided by the corresponding Autonomous Region or health centre, and also inform the company. If their symptoms start in the workplace, they must notify their immediate supervisor. The establishment will then notify the prevention service, if any, so that it can adopt the appropriate measures and comply with the notification requirements established by the Ministry of Health.
- The company must draw up and apply a protocol for action in the event of detection of possible infected persons or persons who have been in contact with the former, following the "Action procedure for occupational risk prevention services in relation to exposure to SARS-COVID-2".
- If any worker is a "person at risk" according to Ministry of Health recommendations, whether due to pregnancy, previous chronic pathologies or age, the prevention service will review their position to consider whether "preventive isolation" should be recommended or not if they cannot work remotely, following the procedure mentioned above.

## APPENDIX V: SAFE DISTANCES

The Action procedure for occupational risk prevention services in relation to exposure to SARS-CoV-2 (Ministry of Health, 2020) sets the safe distance at 2 m.

## APPENDIX VI: CLEANING AND DISINFECTION PRODUCTS

### List of virucides

A complete list of authorised virucide products is available at the following link:

[https://www.mscbs.gob.es/profesionales/saludPublica/ccayes/alertasActual/nCov-China/documentos/Listado\\_virucidas.pdf](https://www.mscbs.gob.es/profesionales/saludPublica/ccayes/alertasActual/nCov-China/documentos/Listado_virucidas.pdf)