



INSTRUCTIONS FOR SELECTED PUBLIC ACTIVITIES/WORK SETTINGS FOR THE PREVENTION AND CONTROL OF COVID- 19

The instruction notes are given for a range of public activities and work settings. Some sectors such as tourism, large shopping malls, event management, etc. would require reference to several instruction notes.

The Instructions are subject to overall permission given by the Ministry of Health to resume functions (totally/selected).

Each instruction note is issued by the Director General of Health Services, Ministry of Health and Indigenous Medical Services and are for the establishment/owner/ responsible authority to follow in prevention of transmission of COVID-19.



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TOWARDS A NEW NORMAL



MINISTRY OF HEALTH
AND INDIGENOUS
MEDICAL SERVICES



World Health
Organization



GOVERNMENT MEDICAL
OFFICERS ASSOCIATION



SRI JAYAWARDENEPURA
KOTTE MUNICIPAL
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12. Communications/Electronic Shops

Places where they provide communication/photocopy services, shops which sell electronic items.

Specific message/ Instruction/s (same recommendations as for general shops to be followed)

Organizer/ owner/employer

- Consider not to offer telephone services
- If you are offering telephone services, make sure to disinfect the phones properly according to the prescribed methods.
- Make a list of items available in your shop (for electronic shops) in your website or provide a telephone service for your customers to call and check the availability of stocks.
- Credit cards to be inserted by the customers to the card reading machine
- Minimise the number of people inside the shop, display prominently on the door the number of customers permitted inside at a given time
- You are required to fill the provided Assurance form, indicating compliance with the instructions given. The original of the Assurance form should be submitted to the area Medical Officer of Health. A copy of the same should be sent to the local government authority (municipal council/ urban council/ pradeshiya sabha) and another copy should be kept with you. The owner/ employer/ manager of the organization/ premises is responsible to ensure that the above guidelines are strictly adhered to.

Recommendations for general shops

- Each day verify required supplies such as masks, disinfectants, etc. and plan for the minimum number of staff to be available as per requirement
- The staff should strengthen personal protection and wear masks; pay attention to hand hygiene, and cover mouth and nose with a tissue or elbow when sneezing.
- Temperature monitoring system at the entrance could be provided.
- Control people flow and reduce the number of customers in the shop -Only a limited number should be allowed to enter - the number of persons allowed should be displayed at entrance
- Strengthen ventilation; ensure the normal operation of the AC, increase the fresh air flow
- Clean and disinfect frequently contacted public supplies and facilities
- A "one meter spacing in line" (to wait in line at an interval of 1 meter) should be set to remind customers to keep a safe distance when queuing for payment and checkout.

User/ client / self

- Plan your shopping items in advance to minimize the time spent in the shop and if possible, send your list to the shop in advance for making ready
- Credit card swipe to be done by the customer without handing over the card to cashier
- Use of online shopping as much as possible and use of online fund transfers as much as possible.
- Use online services to reload prepaid mobile/data accounts
- Use your personal headphones when accessing media



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Method/s of instruction

- Posters to be placed at the entrance to the shop
- This needs to be communicated via Social media and mass media to the public



Director General of Health Services

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