



COVID-19 SAFETY POLICY

EHRA commits to upholding the most rigorous standards and safety precaution to prevent the outbreak and spread of the COVID-19 virus.

Firstly, we would like to assure all international travellers that all staff have been trained in the measures outlined below and that Namibia has had very high standards and restrictions in place since the first case was reported in the country.

Namibia is a vast country, and we have space on our side! Social distancing while on the project is simple!

Please read further and let us know if you have any further questions or concerns.

Arrival in country:

Airport Shuttles are used to collect volunteers from the airport and take them to their accommodation in Swakopmund. All transfer services are to adhere to strict guidelines from the Namibian Tourism Board.

- In the bus there must be a spare seat between each passenger, for a Toyota Quantum, this is a total of 8 people.
- Hands must be sanitised each time passengers embark on the bus (including after rest stops).
- Masks must be worn, and spare masks will be available for purchase on all transfer vehicles.
- Vehicles are sanitised thoroughly before and after each trip.

Accommodation at guesthouses in Swakopmund:

- ✓ You will be required to complete a medical and travel declaration upon check-in
- ✓ Guests temperature will be taken every morning
- ✓ Sanitiser available throughout the accommodation
- ✓ All surfaces to be regularly sanitised
- ✓ Maximum guest numbers will be adhered to
- ✓ Group check-ins to be prearranged
- ✓ Cleaning of vehicles
- ✓ Magazines and marketing materials to be removed from reception and lounge areas
- ✓ Only empty rooms will be cleaned; staff will otherwise not enter rooms.
- ✓ Heightened cleaning measures will be in place.

On the EHRA Project

COVID-19 Staff Officer:

There will be three appointed members of the EHRA Field team who will be responsible for the correct implementation of the policy. Every single member of the EHRA team have received a 3 day certified training course on COVID 19 safety and policy.

Community:

It is our utmost concern to protect Namibians living in the areas where we operate. For this reason, it will be compulsory to wear masks when interacting with communities and to be seen using hand sanitiser at all times. Where possible, we will prevent interactions with community members, for their safety, during this time.

Volunteers will be given this policy prior to arrival and kit list will include multiple masks and sanitizing gels.

EHRA vehicles:

Cars need to be cleaned every lunchtime and evening by a member of staff wearing a mask and using a mentholated spirits sanitizing mix.

Clean:

- Door handles
 - Frame
 - Seats
 - Door locks
 - Steering Wheel
 - Car keys
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- ✓ Volunteers or PEACE Project participants are to choose a seat and keep to this for the entire duration of their time with EHRA.
 - ✓ Spare masks and sanitiser will be available in all vehicles.
 - ✓ Volunteers are required to bring masks/buffs and enough hand sanitiser with them for their duration in the country.
 - ✓ There needs to be one spare seat between each passenger, but two people can travel in the front of a car, this applies to game drive vehicles as well as closed vehicles.

Food handling and preparation:

It is very unlikely that you can catch the Coronavirus from food.

COVID-19 is a respiratory illness. It is not known to be transmitted by exposure to food or food packaging.

Although it is very unlikely that Coronavirus is transmitted through food, as a matter of good hygiene practice, anyone handling food should wash their hands often with soap and water for at least 20

seconds. This should be done as a matter of routine, before and after handling food, and especially after being in a public place, blowing their nose, coughing, or sneezing.

- ✓ All plates, cutlery, utensils, pots and pans will be rinsed in a diluted bleach solution and then left to drip dry.
- ✓ Volunteers temperatures to be taken each morning with an infra-red thermometer by EHRA staff.
- ✓ Food will be served by a duty team.
- ✓ Washing up will be done by a separate team.
- ✓ In camp and whilst on build week and patrol we will NOT enforce the wearing of masks as long as social distancing is adhered to. Only if we are in contact with community members or go into public spaces.

Wash and sanitise your hands:

- ✓ When you are about to start prepping food
- ✓ Before touching raw food
- ✓ Before you eat
- ✓ After you eat
- ✓ Before getting into vehicles
- ✓ After touching rubbish bins
- ✓ After cleaning up
- ✓ After blowing nose
- ✓ After touching phone
- ✓ Drip dry hands
- ✓ After being in public spaces (shops,café/restaurant)

Cleaning around camping sites:

- ✓ Disinfect with BLEACH all surfaces you use to cook on, whether that is a table or the back of the Landcruiser after each meal preparation.
- ✓ Disinfect with BLEACH the toilet seat and zip on the toilet tent after each use. There will be a spray to use and please dry the toilet seat with toilet paper.
- ✓ Clean the handwashing station regularly and after heavy use, i.e. after finishing build for the day or lunchtime, make sure DETTOL is always added to the water as well as hand soap to be used.
- ✓ Clean the cooler boxes and fridges after breakfast lunch and dinner or each use.
- ✓ Clean the boxes are being used
- ✓ Clean the dustbin lid where touched.
- ✓ When packing and handling food, ensure your hands are sanitised before and after and minimise the number of people handling food.
- ✓ Cushions in base camp to be cleaned in soap water as the group depart camp.

Camping:

- ✓ Ensure volunteers or PEACE Project participants have masks and wear these when relevant, especially when entering villages and schools and ask to sanitise hands before and after visits.
- ✓ EHRA Staff to take temperatures each morning and this to be recorded on a sign in sheet.
- ✓ Make washing facilities available for people to disinfect and wash their masks.
- ✓ Make tents available for people to sleep alone.

- ✓ Everyone to wear a clean set of clothing each day.
- ✓ Everyone to have a clean mask available for each day, and washing facilities to be made available.
- ✓ Personal equipment to be sanitized at the end of the day, such as cell phone, glasses, binoculars, water bottle.
- ✓ If sleeping out and on the platform, people must be at least 1.5m away from each other.
- ✓ Camps to 'be set back to zero risk' at the end of each day by responsible staff member.

Namibian Tourism Board Protocol to be adhered to by if a guest shows symptoms:

- Where possible the guest should be asked to return home and contact their Dr or other health care professional
- Alternatively, the guest must be moved to a designated COVID-19 area and be kept isolated from other guest and staff
- Any vehicle used to transport a symptomatic guest if applicable must be disinfected afterwards
- Guests with symptoms should stay in a room/tent that has further reduction of softs and removable objects and be served by designated staff only with addition PPE (e.g. masks, visors, or other eye protection, overalls, gloves) and all to be discarded after each contact used
- If symptoms are severe, worsen or persist more than one day, a medical professional should be consulted. Based on the medical professionals recommendation the guest should either be:
 - -referred for COVID-19 test
 - examined (in a room or using safe transport to a GP) by a Doctor
 - recommended to continue self-isolating with or without medication
 - -referred directly to a hospital for admission
- Guests in isolation should preferable be in designated rooms, single occupancy and no shared bathrooms.

This policy and protocols will be updated as Government regulations are announced.

Date: 17th September 2020