



## 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.

Further guidance on occupational (work) settings if needed - please refer to

[http://eohfs.health.gov.lk/occupational/index.php?option=com\\_content&view=article&id=61&Itemid=208&lang=en](http://eohfs.health.gov.lk/occupational/index.php?option=com_content&view=article&id=61&Itemid=208&lang=en)



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TOWARDS A NEW NORMAL



MINISTRY OF HEALTH  
AND INDIGENOUS  
MEDICAL SERVICES



GOVERNMENT MEDICAL  
OFFICERS ASSOCIATION



SRI JAYAWARDENEPURA  
KOTTE MUNICIPAL  
COUNCIL



## 7. Public meetings (Outdoor and Indoor)

Under the present situation conduct of public meetings (outdoor and indoor) are strongly discouraged. Therefore, use of online streaming via internet/social media and use of mass media is preferable in order to minimize the participants. In the event where it is considered essential to conduct a public meeting the following should be considered.

### Specific message/ Instruction/s

#### For the organizers

- Keep the meeting as short as possible
- Consider the density of attendees within a confined area. Therefore, only the number of people who can maintain 1m distance should be allowed entry
- It is preferable to have seating arrangements with clearly marked 1 m gap
- Should ensure that all participants are wearing face masks appropriately
- Inform the preventive measures at the beginning of the meeting and remind the same at regular intervals.
- Arrange facilities for hand washing with soap and water for all participants or provide hand sanitizer at the entrance. All participants should be advised to clean their hands before entering the meeting premises and leaving after the meeting
- If the meeting is conducted indoors keep the meeting venue well ventilated and keep all doors leading to the venue open whenever possible to avoid people touching the door handles
- All participants should refrain from any physical contacts with others by shaking hands etc.
- If food and beverages are served at the meeting it is essential that the persons handling/serving food, wash their hands with soap and water, adhering to the guidelines on proper hand washing before doing so. Avoid self service
- If self-service arrangements are made make sure people don't gather around the service table and they don't gather for teatime catchups/chats
- A closed bin should be provided for discarding used tissue, paper serviettes and used disposable items.
- Clean frequently touched surfaces and objects with detergent and water prior to the meeting and afterwards
- 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 organizer is responsible to ensure that the above guidelines are strictly adhered to.



Instructions for selected public activities/work settings for the prevention and control of COVID - 19

**For the participants of the conference/seminar**

- Do not participate in the meeting if you have respiratory symptoms
- Maintain 1-meter distance from each other throughout the meeting
- A face mask should be worn properly
- If facilities are available, wash your hands with soap and water or disinfect using hand sanitizers before entering and leaving the meeting premises
- Avoid any physical contact with other participants
- Do not touch, frequently touched surfaces unnecessarily e.g. door handles, railings etc.

**Method/s of instruction;**

- Inform the instructions at the beginning of the meeting and at regular intervals



  
Director General of Health Services

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