

COVID 19 Prevention Standard Operating Procedure Terengganu State

Fuze Ecoteer Outdoor Adventures, Malaysia (001948476-M)



Introduction

This SOP has been produced by the Fuze Ecoteer team following or exceeding the Covid 19 preventative SOP set by the State government for Terengganu, Malaysia. This SOP is only valid for activities and programmes conducted within the State of Terengganu.

1.0 Team member on site

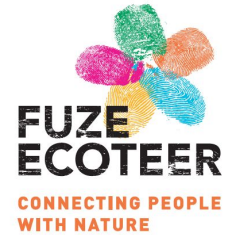
- 1.1 Implements frequent cleaning, sanitization and disinfection of all areas within the workplace, particularly frequently touched surfaces such as workstation, door handles, toilet, pantries and commonly shared equipment.
- 1.2 Ensure self-hygiene practice such as frequent washing hand with soap / usage of hand sanitizer and mask where appropriate.
- 1.3 Ensure bedsheet, pillowcase and blanket are clean and disinfect regularly.
- 1.4 Ensure all equipment for snorkeling and diving activities are thoroughly cleaned and disinfect regularly.
- 1.5 Provides the necessary protective equipment such as face mask and gloves (where appropriate), adequate supplies of hand sanitizer and soap in easily accessible locations, posting signs to encourage frequent handwashing; discouraging handshakes and other contact methods which may increase the risk of spreading COVID-19

2.0 Volunteer – prior to arrival

- 2.1 All volunteers to provide health declaration and check if volunteers are displaying COVID-19 symptoms or have been exposed to any COVID-19 patient or PUI in the last 14 days. If yes, volunteers are advise to cancel or postpone the trip.
- 2.2 Volunteers are advised to bring their own snorkeling / diving equipment such as snorkel & mask, regulator to reduce sharing of equipment on site. In case where volunteers aren't able to provide their own.

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3.0 Volunteer – upon arrival in Kuala Besut

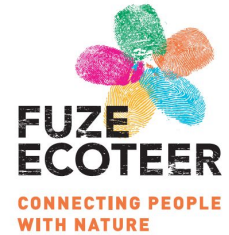
- 3.1 Details of passenger will be recorded at Safepark office and body's temperature reading will be taken at the jetty before allowed to board the boat to the island. Those with a temperature of 37.5 C or above will be denied boarding.
- 3.2 All passengers are required to wear mask all the time and practice self-hygiene. Volunteers are encourage to have hand sanitizer at all time.
- 3.3 Boat operator will be following the government's advice in social distancing of at least 1-meter between people in the boat or 50% reduction in passenger occupancy. Volunteers are to follow the instruction from the boat Captain.

4.0 Volunteer – upon arrival on the island

- 4.1 Volunteers are required to wear mask, practice social distancing and to avoid contact with the community upon arrival.
- 4.2 Number of volunteer per room is according to number of beds per room. No bed sharing or request of extra mattress.
- 4.3 Project briefing will be done at project house with limited engagements. Water confidence activities are advised to be done in Petani Beach where it is more secluded.
- 4.4 In situation where volunteers aren't able to bring their own equipment, a set of equipment will be given to the volunteers from the beginning of their volunteering week and will be keep in used trough the whole volunteering week to avoid exchanging and sharing of equipment. Equipment are to be labelled and usage are to be recorded. Team to assist volunteers in making sure volunteers to clean and disinfect their equipment regularly.
- 4.5 For Turtle project, volunteers will be taken straight to Tiga Ruang after the project briefing and remain there for 4days to further reduce contact with the community upon arrival. Body temperature will be taken and recorded on daily basis. Self-hygiene practices are to be maintain at all time and social distancing are to be practice in Tiga Ruang.

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5.0 Volunteer – in the village

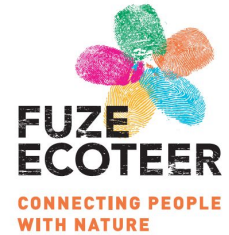
- 5.1 Volunteers are not allowed to wonder around the village and have possible contact with the community. Any movement or activities must be reported to the team and recorded.
- 5.2 Volunteers are only allowed to have meals at project house either by home cooking or take away. Eating at the foodcourt or shops are not allowed.
- 5.3 Volunteers to maintain regular self-hygiene, avoid touching facial area, use sanitizer and wash hands with soap frequently on daily basis and wear mask where appropriate. Hand Sanitizer & soap are provided by the project for every volunteers.
- 5.4 Body temperature will be taken and recorded on daily basis.
- 5.5 Volunteers are required to avoid contact with the community. This includes cancellation of malay dinner activities until further notice. However, malay dinner can still be done with different practice by ordering the malay dinner meal from PILA ladies and having it served at project houses by respective project team.
- 5.6 Any activities that involves gathering of more than 10 people will be such as awareness talk and joint beach cleanup. Beach cleanup will be done independently by project basis.

6.0 Volunteer – water activities

- 6.1 Details of passenger for snorkeling and diving boat will be taken by respective operators.
- 6.2 Body temperature's reading of each passenger will be taken by respective operators. Those with a temperature of 37.5 C or above will be denied to join the activity.
- 6.3 Social distancing are to be practice whilst in the snorkeling / diving boat and when in the water.
- 6.4 Volunteer to bring their own equipment or the ones that have been provided by the team on their arrival day and do not touch other equipment or attempt to assist other guests with their equipment.
- 6.5 'Buddy check' to be done with a safe distance without the practice of touching and checking each other's equipment.

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6.6 Volunteer are responsible to clean and disinfect their own equipment every after use.

7.0 Measures for employees or volunteers who is unwell and exhibits symptoms of COVID19

- 7.1 Immediate isolation from other people in the premises.
- 7.2 Require the affected person to wear surgical mask and seek medical attention at the clinic in the village. Accompanying person should wear a surgical mask and maintain self-hygiene practice.
- 7.3 Sanitize the work area or section affected immediately before allowing employees and volunteers to return to the premise.