

## The Hong Kong Girl Guides Association

### Badgework Centre Notices (with effect from August 9, 2021)

According to the updated Prevention and Cap. 599F Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation, cleaning staff and security guard will undergo polymerase chain reaction (RT-PCR) nucleic acid tests for COVID-19 once every 14 days; or as an alternative, cleaning staff and security guard do not need to adopt the required testing arrangement starting from the 14th day after he/she has willingly completed a COVID-19 vaccination course and should keep the vaccination record as proof of vaccination. For the requirements and standards, please refer to: Summary of latest measures on catering business and scheduled premises. The Association will ensure necessary measures are adopted at all venues.

All venue users have to comply with all regulations, include but not limited to Cap. 599F Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation and Cap. 599G Prevention and Control of Disease (Prohibition on Group Gathering) Regulation on the prohibition of group gatherings of not more than the number of people as stipulated by these Regulations. According to the aforementioned Regulations, the authorized officer appointed by government is being complied to inspect HKGGA Headquarters. The users shall bear legal liability or responsibility for any non-compliance with the rules and regulations.

The Association will adopt special measures at the Headquarters to avoid people from gathering and to maintain social distance. Venue users must comply with the following special measures. If anyone violates the guidelines above, the Association reserves the right to request that person to leave the venue. Maximum capacity of the venues:

Floor	Venue	Maximum Capacity		
		Non-Specified events (specified in <a href="#">Cap.599F</a> )* (Compliance with the social distancing measures)	Specified events such as meetings, forums, symposiums, exhibitions, ceremonial events and celebratory events (specified in <a href="#">Cap.599F</a> ) #	
			Theatre Setting	Rectangular Setting
2/F	201 Conference Rm	12	8	16
	203 Conference Rm	14	12	20
	204 Conference Rm	14	12	20
	203 & 204 Conference Rm	36	20	20
3/F	Art & Craft Rm	16	N/A	N/A
	Cooking Rm	13	N/A	N/A

\* Live performance or dancing activity is not allowed. For activities to be held in venues, no more than FOUR participants including the instructor in a cluster could be conducted and a distance of at least 1.5 metres between groups should be maintained. The organizer should consider the venue depending on the space required and nature of the activity. The Association reserves the right to reject the application and request that person to leave the venue if anyone violates the guidelines.

# For the interpretation of Specified events, please refer to Cap. 599F Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation, Part 1: Preliminary, Point 2

2. According to the summary of the latest measures on scheduled premises to protect the participants, the coaches of sport activity or all event organiser(s) and person(s) who provide services for the meetings, forums, symposiums, exhibitions, ceremonial events and celebratory events are required to submit the SMS notification containing the result of a polymerase chain reaction-based nucleic acid test for COVID-19 with test sample taken within 14 days prior to the

day the event is held (The sample for such test should be obtained using combined nasal and throat swabs. According to Cap. 599F, the result of a deep throat saliva specimen would not be accepted); or as an alternative, submit the vaccination record of completed a COVID-19 vaccination course 14th day before the activity. For the requirements and standards, please reference to: [Summary of latest measures on catering business and scheduled premises](#). The record should be submitted at least one working day (Monday to Friday except public holiday) before the visit (Please email to [bwc@hkgga.org.hk](mailto:bwc@hkgga.org.hk) with the name of organization, activity date and time).

3. The organization is requested to ensure users are not currently subject to any quarantine order issued by the Government. If the users have symptoms of cough, shortness of breath, breathing difficulty and sore throat, please seek medical advice immediately.
4. Wear mask in all areas, during physical activities and use of the venue.
5. Users are required to scan the "LeaveHomeSafe" QR code or register their name, contact number, the date and time of the visit before being allowed to enter. Except users who have submitted "2019 Coronavirus Disease (COVID-19) Declaration Form for Travel History and Health Status" issued by our Association.
6. Perform temperature check at ground floor main entrance before entering the Centre. People with fever symptoms will not be permitted to enter the Centre.
7. Visitors may be required to leave except he/she enters the venue to perform official duty or has booked for the use of Centre venues.
8. To ensure the hygiene of the venue, 30 minutes will be reserved for cleaning before the next appointment.
9. Keep your hands clean all the time. Hand rub is provided in the Centre for necessary use.
10. No eating or drinking is allowed inside all venues.
11. If anyone violates the guidelines above, the Association reserves the right to request that person to leave the venue.
12. Except venue users and event participants, other people are not suggested to stay in the Centre in order to minimize the risk of spread of virus during gathering of people.

The government is still implementing disease prevention and control measures to safeguard public health, thus any Girl Guides members who are intending to conduct Girl Guides' programmes or activities should refer to [HKGGA Special Announcement on Activity Arrangements](#) published on the website of the Hong Kong Girl Guides Association. For enquiry, please contact the Office of Badgework Centre at 2423 6565 from Monday to Friday 9:00am to 5:00pm.