

The Hong Kong Girl Guides Association
COVID-19 Safety Measures and Guidelines for Adult Members Face-to-face Meetings and Training Activities

In times of COVID-19 epidemic, ALL face-to-face meetings and Training Activities only allow adult members to participate, and should comply with the requirements stipulated under Prevention and Control of Disease (Prohibition of Group Gathering) Regulation (Cap.599G) and strictly adhere to the following guidelines of the Association:

- 1 Adult members should wear surgical masks in all areas while attending training activities or face-to-face meetings.
- 2 ALL face to face meetings and training activities should designate a person to take temperature screening for all staff and participants. All participants are required to submit the “Declaration form for travel history and health status” to the person-in-charge.
- 3 Anyone under the following circumstances must not attend related face-to-face meeting or training activities:
 - 3.1 fever ;
 - 3.2 feeling unwell ;
 - 3.3 had contact with confirmed cases of novel coronavirus infection in past 14 days ;
 - 3.4 undergoing medical surveillance after returning to Hong Kong ; or
undergoing medical surveillance after returning from the countries with quarantine restrictions imposed by the HKSAR Government.
- 4 Reduce unnecessary social contact such as shake hands or chit chat during the event.
- 5 Meal arrangements
 - 5.1 Face-to-face meetings: According to [Cap. 599G Prevention and Control of Disease \(Prohibition on Group Gathering\) Regulation](#), **NO** food and drink is served during the meeting.
 - 5.2 Face-to-face trainings/activities: If face-to-face trainings/activities are held for more than 5 hours or throughout the day, and meals need to be arranged, the Person-in-charge must comply with [Cap. 599G Prevention and Control of Disease \(Prohibition on Group Gathering\) Regulation](#) and [Cap. 599F Prevention and Control of Disease \(Requirements and Directions\) \(Business and Premises\) Regulation](#) and to adopt precautionary measures, including:
 - a. Stagger meal times to reduce the number of group gathering
 - b. No more than four persons may be seated together at one table and partition installed between tables
 - c. Keep distance of at least 1.5 metre between tables
 - d. Unidirectional seating
 - e. Perform hand hygiene before and after eating
 - f. Do not share food or drink, or utensils with others

- g. No talking during eating or drinking
- h. No eating or drinking is allowed inside all facilities and venues except in the dining venue and meal break

6 The above arrangements are effective immediately until further notice.

Note : Rangers (including aged 18 or above) are classified as youth member but NOT adult members.