

COVID-19

Safe Business Operations

# Appendix One

Version 1.0



**Ministry of Health**  
Vanuatu Government



## Creating a Business Continuity Plan

contact the Vanuatu Chamber of Commerce and Industry if you are interested in attending a course on this. Tel 27543 or email: [reception@vcci.vu](mailto:reception@vcci.vu) or you can download resources here: [www.vbrc.vu/covid-19](http://www.vbrc.vu/covid-19)

## Cleaning Equipment & Products

We recommend that you visit the Vanuatu Government site that provides further details: [https://covid19.gov.vu/images/Guidelines/COVID-19\\_Public\\_Health\\_Guidelines\\_Cleaning\\_and\\_Disinfection\\_v2\\_English.pdf](https://covid19.gov.vu/images/Guidelines/COVID-19_Public_Health_Guidelines_Cleaning_and_Disinfection_v2_English.pdf) .

High touch surfaces must be correctly cleaned and disinfected frequently to protect your staff and clients from the risk of contracting COVID-19.

The basic information from this Government site is as follows:

- Disinfecting, or using chemicals to kill germs on surfaces, can further lower the risk of spreading infection and is important in lowering the risk of COVID-19 should there be confirmed cases in Vanuatu.
- Recommended disinfectants include bleach (sodium hypochlorite at 0.1%) or a 70% alcohol/ethanol containing solution especially for items that can not tolerate bleach.
- You can make your own disinfectant by diluting bleach in water (3 teaspoons of bleach to 1 litre of water or according to directions on package). This diluted product needs to be replaced every 12 hours (as after this time it becomes ineffective)

## How to wear a Mask

Currently, fabric face masks are recommended for use in public settings only in areas with clusters or sporadic COVID-19 cases (Alert levels 2& 3). Their use should be accompanied by hand hygiene, physical distancing and other measures. The Ministry of Health will make a formal announcement regarding use of fabric face masks if they are recommended.

It is important that fabric face masks are produced to technical specifications (minimum quality standards) and that people understand how to wear them correctly.



# HOW TO WEAR A FABRIC FACEMASK

ONLY WEAR A MASK IF ADVISED BY THE VANUATU MINISTRY OF HEALTH  
IN SCENARIO 2B AND SCENARIO 3

When using Fabric Facemasks, ensure they meet minimum technical standards (3 layers) as recommended by the Ministry of Health.

If using a mask it is important that you:



Wash your hands with soap and water before you put on the mask, and after touching the mask or removing your mask.



Make sure the mask covers your mouth, nose and chin with no gaps



Avoid touching the mask when it is on your face.



Remove the mask using the straps.



Store in a separate bag when not in use or until you can wash the mask.



Wash fabric facemasks everyday with soap/-detergent and hot water and hang in the sun to dry.

## DO NOT:



Share masks with others



Wear damaged or dirty /wet masks



Use a bandana or scarf in place of a mask



Use masks for children under 2 years of age

**Remember!** in the event of community transmission of COVID-19 a mask by itself cannot protect you. Ensure you also clean your hands frequently, keep a safe distance from others and follow other advice from the Ministry of Health.

For More Information:



[www.covid19.gov.vu](http://www.covid19.gov.vu)



[COVID19@vanuatu.gov.vu](mailto:COVID19@vanuatu.gov.vu)



Call: 119



Health Promotions Vanuatu Facebook Page.



Ministry of Health  
Vanuatu Government  
COVID-19 AWARENESS



# WASEM GUD HAN

wasem gud han wetem sop oltaem blong blokem sik



*wasem han wetem wota mo sop*



*rabem baksaed blong han mo bitwin ol finga*



*rabem insaed blong han mo betwin ol finga*



*klosem finga mo rabem baksaed blong finga*



*holem bigfala finga mo klinim wetem nara han*



*yusum finga, sikrasem insaed long han*



*wasem aot sop long han mo wetem klin wota*



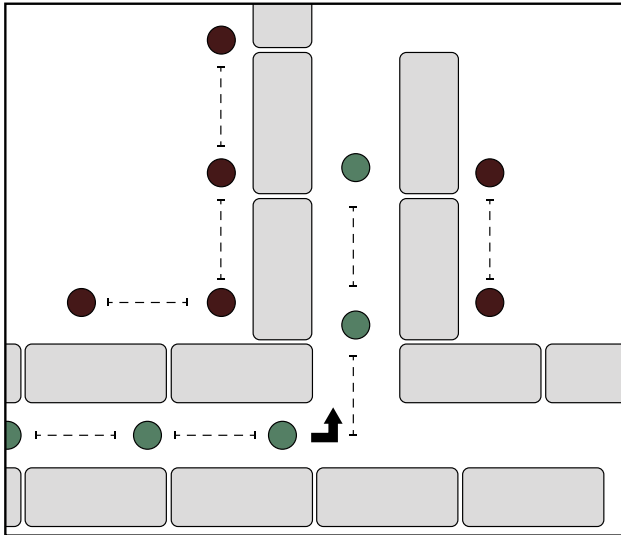
*Sekem aot wota long han mo letem i drae*

**KLIN HAN HEMI SEVEM LAEF**

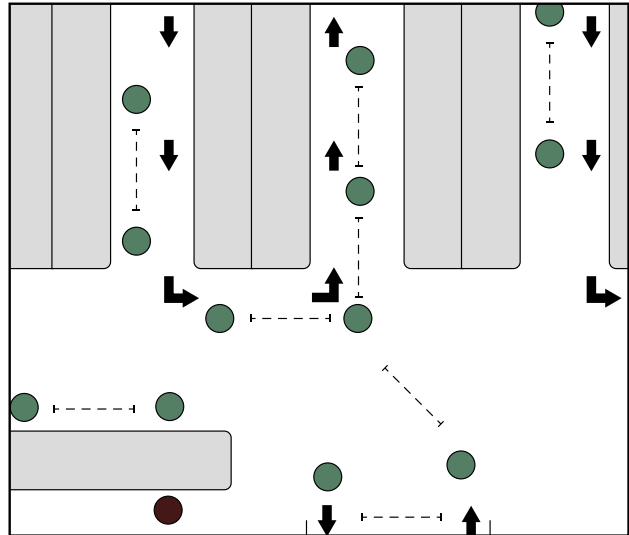
# Social Distancing of 1 metre between people.

The following examples are guides on how to calculate distance between people.  
For example:

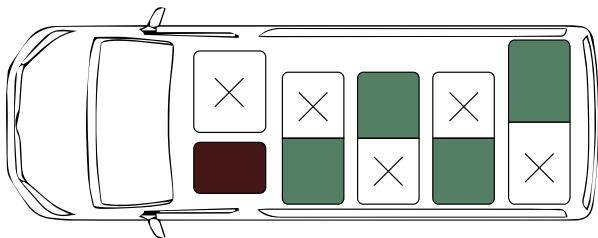
## Markets



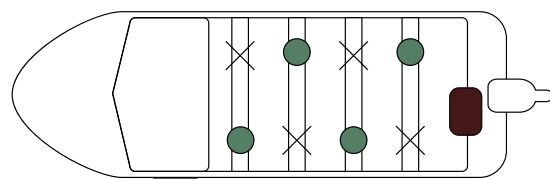
## Shops



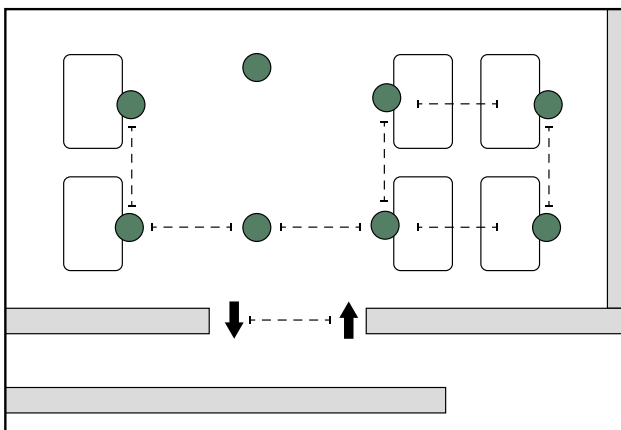
## Buses



## Boats



## Offices



## Legend

- 1 metre minimum
- Customer
- Seller / Driver
- Do not sit here
- Direction of movement

## Signage

Purchase appropriate signage and visual tools so they are ready for when alert levels escalate. These should include but not limited to:

- **Social distancing** ensuring that signage clearly allows for at least 1 meter distance between people in all locations including between vendors, waiting areas, inside your building and offices.
- **Signage to discourage clients from un-necessary touching** of items in your business and recommend if they “touch it – they buy it”
- **Signage to clearly indicate how many clients can be in your business at one time.**
- **Signage to direct the flow of customers**, indicating this with arrows and identifying entrances and exits and waiting areas. Where possible have one way flow of people.
- **Signage to say if you are unwell** or have any symptoms you should not enter the area.

## What to do if someone is a suspected COVID-19 case

**In Alert Level 0 and Alert Level 1**, if your staff has any influenza-like illness, advise the Ministry of Health on 119 if they have had any contact with someone in quarantine. If they have not had any contact, there is no additional measures required.

**In Level 2 and Level 3**, staff should stay at home and go to a testing site if and when advised by the Ministry of Health

For more information visit <https://vcci.vu/covid-ready/frequently-asked-questions/>