

COVID-19 PROTOCOLS

For the Re-opening of
the Tourist Accommodation Sector



Glossary

COVID-19 ARP

COVID-19 Action and Response Protocol

COVID-19 MC

COVID-19 Management Committee

HSC

Health and Safety Committee

MHW

Ministry of Health and Wellness

MTIT

Ministry of Tourism and International Transport

PPE

Personal Protective Equipment

Self- isolation

Self- isolation is used to separate people infected with the virus (those who are sick with COVID-19 and those with no symptoms) from people who are not infected.

Self- quarantine

Self-quarantine is used to keep someone who might have been exposed to COVID-19 away from others.

SOPs

Standard Operating Procedures

Table of Contents

INTRODUCTION	6
1. GENERAL GUIDELINES	
COVID-19 TOURIST ACCOMMODATION OPERATIONS	9
MANAGEMENT GUIDELINES	10
COVID-19 Management Committee/ Health and Safety Committee	10
Audit	11
COVID-19 Action and Response Protocol	11
Training	13
First Aid Kits	14
CLEANING, HYGIENE AND SANITIZATION GUIDELINES	14
Process and Materials	14
Respiratory Hygiene	15
Hand Hygiene	15
Physical Distancing	15
PERSONAL PROTECTIVE EQUIPMENT	16
SIGNAGE	17
STAFF GUIDELINES	18
Arrival to and Departure from Workplace	18
Shifts	19
Workspaces, Offices and Back of House Areas	20
GUEST COMMUNICATION (PRE-STAY AND IN-HOUSE)	21
PUBLIC AREAS	22
Elevator	23

Table of Contents

2. HOTELS AND GUEST HOUSES

FRONT OFFICE	25
Luggage Handling	25
Transportation and Valet Services	26
Reception/ Front Desk/ Concierge	27
HOUSEKEEPING	28
General Housekeeping	28
Housekeeping - Departure Rooms	29
Housekeeping - Suspected or Confirmed COVID-19 Cases	30
Laundry	30
FOOD AND BEVERAGE	31
Restaurants	32
Bars	33
In-Room Dining	34
Meetings	34
LEISURE ACTIVITIES	35
Pool and Beach	35
Watercraft	36
Spas	37
Fitness Facilities	37
Outdoor adventure and activities	38
OTHER SERVICES	39
Salon	39
Babysitting services	39
Gift shops and Convenience stores	39
Business centres	39
FACILITY MANAGEMENT	40
Property maintenance	40
Garbage and trash management	40

Table of Contents

STAFF CANTEEN AND LOCKER ROOMS	41
VENDORS AND DELIVERIES	42

3. VACATION RENTALS & APARTMENTS

GENERAL SECURITY AND CONTROL AND PROPERTY MAINTENANCE	44
For all properties:	44
For properties that are within secure complexes	45
ACCOMMODATION & STAFF SERVICE PROVISIONS	46
During quarantine periods	46
Following completion of Quarantine Period	47
CLEANING AND SANITIZATION	48
General Housekeeping	48
Housekeeping – Departure	49
Housekeeping - Suspected or Confirmed COVID-19 Cases	49
Laundry	50
COMMUNICATIONS	51
OTHER AMENITIES & SERVICES	51

4. APPENDICES

A: TEMPLATE FOR RESPONDING TO SUSPECTED AND CONFIRMED COVID-19 CASES	53
B: GUIDELINES ON SAFE MASK USAGE & HANDWASHING TECHNIQUE	54
C: HIGH TOUCH AREAS IN GUEST ROOMS	57
D: DECONTAMINATION PROCEDURE	58
E: STAFFING LEVELS DURING QUARANTINE	59
F: STAFFING LEVELS POST-QUARANTINE PERIOD	60



Introduction

Coordinated and comprehensive hygiene, cleaning and sanitization measures are critical to ensure the tourist accommodation sector is positioned to re-open in a safe and coordinated fashion. For the particularly high- touch and interactive hospitality sector with its multiple opportunities for cross-contamination, concerted efforts are required. Operators must therefore employ an all-encompassing strategy in restructuring their operations to reduce potential opportunities for transmission. More focus will be directed towards housekeeping departments and other supplemental cleaning providers in an effort to ensure enhanced cleaning and sanitization measures are consistently applied. These must however be supported by all operatives within the establishment in their respective departments, who must also integrate COVID-19 considerations into their various duties to avoid compromising the cleaning and sanitization efforts.

A Comprehensive and Responsive Protocol

Transmission of infectious diseases including COVID-19 is reportedly built around a common 'chain of infection', which involves several key components. Considering these components in the context of a tourist accommodation's operations enhances the opportunity to develop targeted and comprehensive measures which can ensure as many redundancies and opportunities for control and prevention.

Structure of the Protocol

Every tourist accommodation operator (Hotels, Guest Houses, Apartments, and Vacation Rentals) is required to apply the provisions in Section 1. Section 2 is applicable to Hotels and Guest Houses and Section 3 presents added provisions relevant to the peculiarities of Vacation Rentals and Apartments.

Where protocols have already been produced by the Ministry of Health and Wellness, namely, the 'COVID-19 Framework for the Recommencement of the Restaurant and Food Service Industry in Barbados'; 'Protocol for Protecting Domestic workers in Barbados'; and the COVID-19 Protocols for Hairdressing Salons, excerpts from these are integrated.



General Guidelines



COVID-19 Tourist Accommodation Operations

1. The monitoring and enforcement of the COVID-19 Tourist Accommodation Protocols will be executed through the Ministry of Health and Wellness (MHW).
2. All tourist accommodation operators are required to be registered with the BTPA.
3. Occupancy levels in guest houses should be restricted based on the available space in common areas as guided by MHW until further notice.



Management Guidelines

COVID-19 Management Committee/ Health & Safety Committee

1. A COVID-19 Management Committee (COVID-19 MC hereafter) / Health and Safety Committee (HSC hereafter) shall be constituted and shall be responsible for the oversight and implementation of the measures. In tourist accommodations with less than 25 employees and where it is not practical to have a Health and Safety Committee or COVID-19 Management Committee, this oversight is to be handled by the proprietor as appropriate, with the input of one or more delegates appointed by the employees.
2. The COVID-19 MC/HSC shall also be responsible for keeping abreast with domestic and international best practices, standards and for updating the establishment's COVID-19 Action and Response Protocol (COVID-19 ARP hereafter), to ensure its continued relevance and compliance with any adjustments to Protocols issued by MHW.
3. The COVID-19 MC/HSC must ensure that there is adequate and appropriate personal protective equipment, and cleaning and sanitizing agents within the establishment for staff to perform their daily duties.
4. The COVID-19 MC/HSC must identify designated persons to enact the relevant COVID-19 responses in the case of suspected and confirmed COVID-19 cases (refer to Appendix A) and must ensure the privacy of all affected staff or guests.
5. In accordance with the Safety and Health at Work Act, Cap. 365, the employer/ operator maintains responsibility for the health, safety and welfare of all employees and for other persons while on the premises, as far as is reasonably practical.



Audit

1. The COVID-19 MC/HSC must periodically audit the implementation of the Protocol and the COVID-19 ARP to:
 - A.** Ensure they are being consistently applied;
 - B.** Remedy any failures during implementation; and
 - C.** Amend and update the ARP as necessary.
2. Conduct an audit and develop checklists which outline all hard surfaces and high touch areas within guestrooms, restaurants and public areas that are to be cleaned and sanitized frequently. Where Standard Operating Procedures (SOPs hereafter) are provided, this audit may be integrated within the SOP.

COVID-19 Action and Response Protocol

1. A COVID-19 ARP must be developed by the COVID-19 MC/HSC which:
 - A.** Maps the guest experience journey in their establishment to identify potential physical touchpoints which can be reduced, eliminated or amended. This activity must be done with a focus on:
 - 1.** Ensuring adequate physical distancing, and
 - 2.** Documenting and outlining cleaning and sanitization measures for the various touchpoint stages.
 - B.** Outlines the various measures taken at the establishment, and
 - C.** Clearly defines what actions are to be taken for staff and guests in response to
 - 1.** Suspected COVID-19 cases;
 - 2.** Confirmed COVID-19 cases;
 - 3.** Temperature checks; and
 - 4.** Use of appropriate Personal Protective Equipment (PPE hereafter).



2. Within the COVID-19 ARP, a procedure must be developed which allows employees to identify if they are at high risks from the effects of COVID-19 due to existing health conditions. Management shall work with employees on a case by case basis to support employees to ensure their personal safety. Risks to particularly vulnerable employees who desire to remain in the workplace should be identified and mitigating strategies agreed upon and documented.
3. Each property's COVID-19 ARP must align with the local health guidelines and the requirements of the Safety and Health at Work Act, Cap. 356. Updates on local guidelines relevant to the tourism sector can be retrieved at:
<https://corporate.visitbarbados.org/news-media/COVID-19-protocol- updates/>
4. In preparing the COVID-19 ARP, operators are to refer to the International Labour Organisation's "10 step tool for a safe and healthy return to work in times of COVID-19" and the "Prevention and Mitigation of COVID-19 at Work Action Checklist"¹.

¹See: <https://corporate.visitbarbados.org/news-media/COVID-19-protocol- updates/>

5. Each property is responsible for identifying a quarantine area for staff and guests in the COVID-19 ARP.
6. The COVID-19 ARP must specify a private and isolated area, for sick individuals who are waiting to be transported from the establishment.

Training

1. Thorough and intensive training programs must be provided for all staff on the establishment's enhanced measures and cleaning protocols.
2. Use the COVID-19 ARP to sensitize staff, suppliers and contract operators, to the applicable measures to be implemented in their respective duties and across the establishment's operations. This information is to be provided through a rigorous and continuous training program.
3. Training records should be retained.



¹See: <https://corporate.visitbarbados.org/news-media/COVID-19-protocol-updates/>

First Aid Kits

1. The COVID-19 MC/HSC will be responsible for ensuring that all first aid kits are checked and replenished as required.
2. All first aid kits must be re-equipped to align with local health requirements, and an adequate supply of appropriate PPE (inclusive of masks and mouth guards) must be available.

Cleaning, Hygiene and Sanitization Guidelines

Process and Materials

1. Cleaning & sanitizing protocols are to be implemented under guidance given from the MHW (refer to the processes for “Cleaning and Disinfecting for COVID 19”² issued by MHW).
2. Cleaning materials including quaternary ammonia compound, chlorine-based compounds, iodine-based compounds etc. are to be used based on the type of surface. Refer to Safety Data Sheets to guide selection and usage.
3. Refer to Safety Data Sheets to guide PPE selection (e.g. types of masks, aprons and gloves) according to the cleaning and sanitization agent used.



²See <https://gisbarbados.gov.bb/download/cleaning-and-disinfecting-for-COVID-19/>

Respiratory Hygiene

1. Cover the mouth and nose when coughing or sneezing with a tissue, or cough and sneeze into your bent elbow.
2. Immediately dispose of the tissue within the waste receptacle and wash or sanitize hands thoroughly.

Hand Hygiene

1. Wash hands using an antibacterial soap and water for at least 20 seconds and apply the proper hand washing technique (refer to Appendix B).
2. A hand sanitizer with a minimum of 70% alcohol must be used when sanitizing hands.

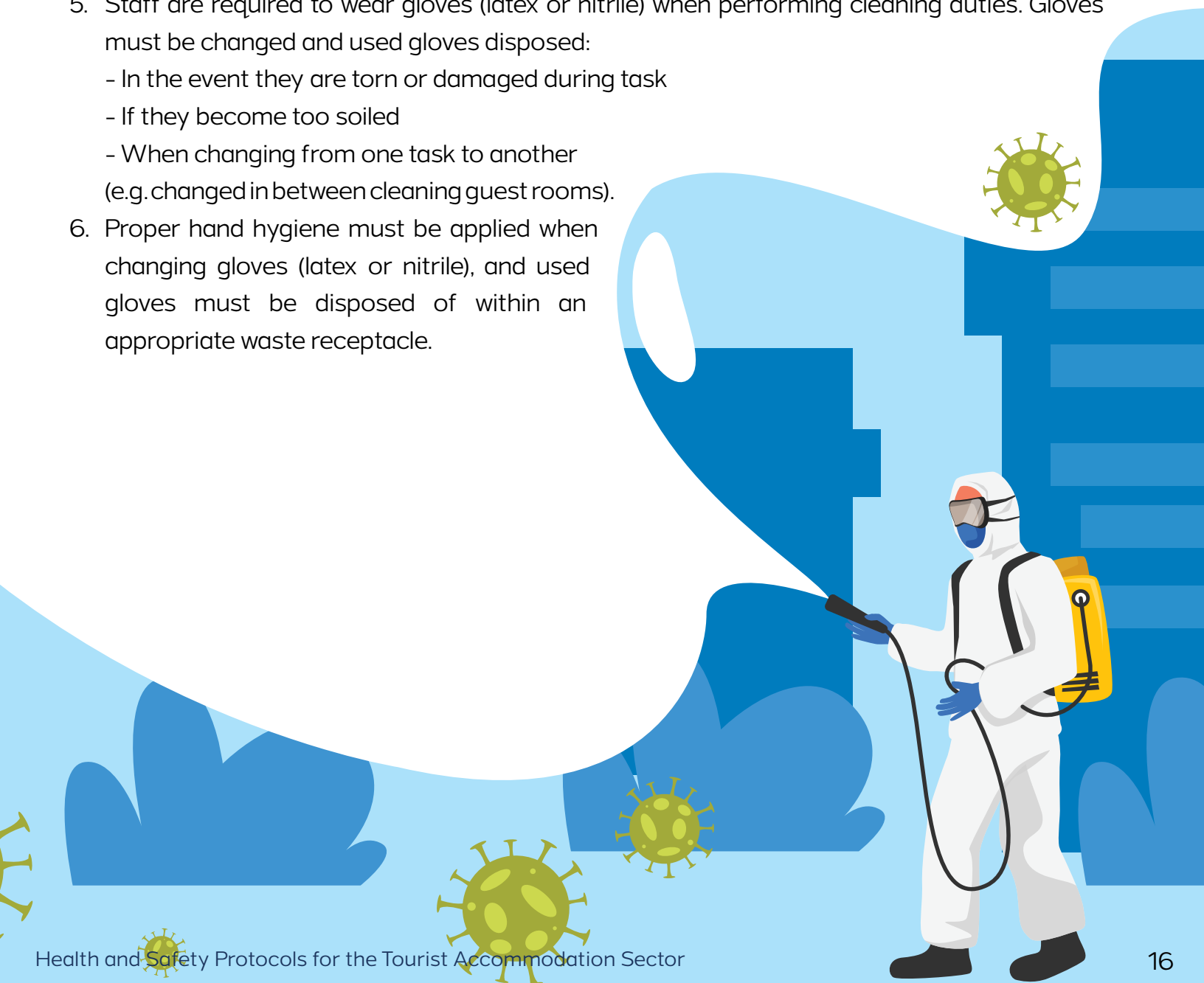
Physical Distancing

1. A 3 ft. distance must be applied and maintained between guests and staff where possible. Where this is not possible, staff must wear PPE and or be separated by a partition.
2. The use of physical barriers, floor markers and re-arranged seating is encouraged to achieve constant physical distancing.

²See <https://gisbarbados.gov.bb/download/cleaning-and-disinfecting-for-COVID-19/>

Personal Protective Equipment

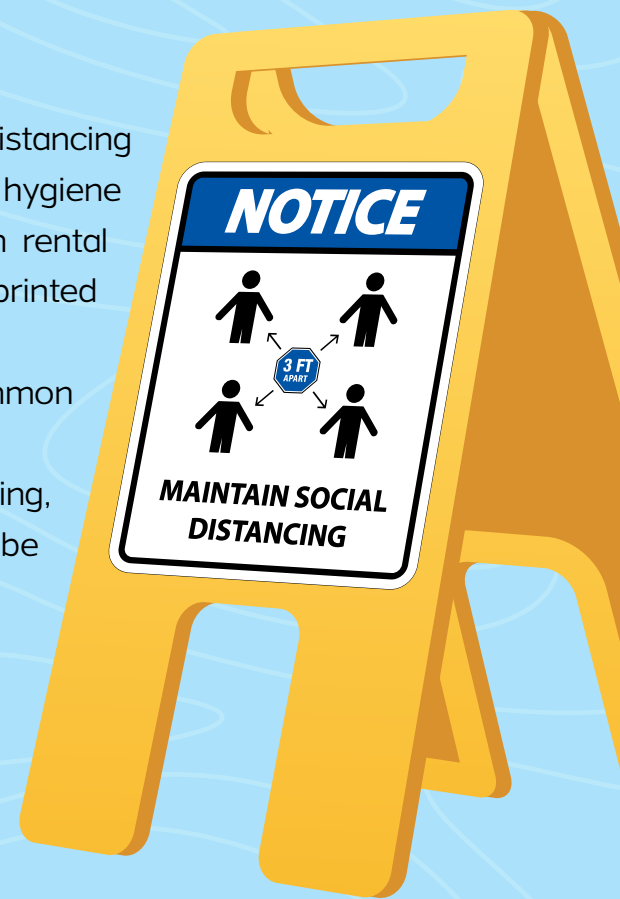
1. Single use masks must be discarded after each use. Reusable masks must be properly laundered at the end of each use (see Appendix B on appropriate mask usage). A minimum of three layers is required for non-medical masks, depending on the fabric used.
2. Follow MHWs guidelines on the use of face shields, surgical/ non-surgical masks, N-95 masks and other appropriate respirators according to the task being undertaken and the tools and equipment used.
3. No mask must be worn for more than 4 consecutive hours, and should be changed if it becomes damp in accordance with local health and safety guidelines.
4. Face shields must be cleaned with soap and water, and disinfected after the end of each use.
5. Staff are required to wear gloves (latex or nitrile) when performing cleaning duties. Gloves must be changed and used gloves disposed:
 - In the event they are torn or damaged during task
 - If they become too soiled
 - When changing from one task to another (e.g. changed in between cleaning guest rooms).
6. Proper hand hygiene must be applied when changing gloves (latex or nitrile), and used gloves must be disposed of within an appropriate waste receptacle.



7. The tourist accommodation operator is responsible for providing any personal protective equipment required to be used by staff when on duty such as gloves (latex or nitrile), masks, gowns/aprons, face shields, etc. Gloves and masks are to be provided particularly where physical distancing is difficult to observe. PPE must be appropriate for the level of risk associated with the task and the appropriate steps are to be taken to reduce those risks to as low as is reasonably practical.
8. Ensure adequate and appropriate supplies to support healthy hygiene practices for both employees and guests including soap, hand sanitizer, paper towels, tissues etc.

Signage

1. Signage must be posted which communicates physical distancing requirements, proper respiratory hygiene and hand hygiene guidelines for guests and staff. In the case of vacation rental properties this information can be disseminated using printed single use material or in digital form.
2. This signage must be erected within public areas and common staff areas of the establishment.
3. Post pictorial guidelines to showcase the proper wearing, removal and disposal of PPE. When disposing PPE, it is to be placed in a covered pedal operated or non-touch bin.



Staff Guidelines

Arrival to and Departure from Workplace

1. All staff are required to undergo a daily temperature check upon arrival to work, using a contactless thermometer. Where temperature checks are not practical in properties with lower staffing levels, staff are to self-monitor and report their temperatures daily to the appropriate designated person. Operators are required to equip such staff with the requisite thermometers and ensure they are appropriately trained.
2. In the event that an employee reports for work and has a temperature in excess of 38° Celsius or 100.6° Fahrenheit, or displays symptoms of COVID-19, they are to be taken to the private and isolated area specified in the COVID-19 ARP for secondary temperature checks and further medical treatment (see Appendix A).
3. Establish procedures for safely transporting anyone sick to their home or to a healthcare facility.
4. Sanitation operating procedures need to be followed strictly. Close off areas used by a sick person and do not use until the areas have been cleaned, sanitized, and in non-food contact areas, disinfected. If possible, wait for 24 hours to clean, sanitize and disinfect. If waiting 24 hours is not possible, wait as long as you can³.
5. Where applicable, multiple entry points are to be limited as necessary to ensure all persons entering the property can be monitored. Ensure that sufficient numbers of accessible emergency exits are maintained.
6. Employees shall not report to work if they are experiencing symptoms of COVID-19, including a fever, respiratory symptoms such as a cough, shortness of breath, or loss of the sense of taste or smell. If in doubt, they should contact their doctor or the COVID-19 hotline.
7. Employees who are suspected or confirmed of having contracted COVID-19 shall not return to work unless certified by a Medical Officer of Health.



8. Employees should be discouraged from wearing uniforms if using public transport to commute to and from work.
9. Upon arrival and prior to ending shifts, the employee must wash or sanitize their hands in accordance with the Cleaning and Sanitizing Guidelines above and practice good hand hygiene throughout their shift.
10. Staff must wear facility-approved face coverings while working.

Shifts

1. It is recommended that staff shifts are staggered to avoid overcrowding of staff entrances and exits of the facility.
2. Similarly, staff breaks and/or lunch times should be scheduled and staggered to avoid overcrowding of staff canteens.
3. If an employee is at high-risk for severe illness, consider assigning them duties that minimize their contact with guests and other employees (e.g. managing inventory rather than working as a cashier).
4. Tourist accommodation operators must arrange for staff to have rest breaks to alleviate any respiratory challenges caused by the prolonged wearing of masks while executing their duties.



Workspaces, Offices and Back of House Areas

1. Operators are to ensure employees can safely execute their duties in accordance with the requirements of the Safety and Health at Work Act, Cap. 356.
2. Where possible, staff workstations or hours of work should be staggered to ensure sufficient physical distancing. Where spacing of 3 ft is not practical, implement other mitigating options such as face coverings as well as increasing the frequency of cleaning and sanitizing.
3. All work surfaces shall be cleaned and sanitized at the beginning and end of each workday.
4. Additional cleaning and sanitizing of all surfaces is to be done as required.
5. Any shared equipment or tools used among staff (e.g. radios, keys, cleaning equipment, safety devices, phones, maintenance tools and machinery etc.) must be sanitized before, during and after each shift or anytime the equipment is transferred between employees. Shared food and beverage equipment must be sanitized by each staff member after use according to the manufacturer's specifications. Where the equipment cannot be sanitized after each use, its use should be discontinued.



Guest Communication (Pre-Stay and In-House)

1. Prior to guest arrival, provide guests with information which details the enhanced measures being undertaken at the property which should include:
 - A.** Information about efforts to ensure everyone's safety;
 - B.** The establishment's expectations of the guests;
 - C.** Requirements and restrictions issued by authorities;
 - D.** Practices commonly expected and implemented nationally;
 - E.** Explicit information on what actions are taken if they feel unwell and how to report any such ailments including any signs of fever, excess coughing, headaches or other related COVID-19 symptoms; and
 - F.** Any new operational requirements and restrictions.Constantly reinforce the above via email communications, TV informational channels and via notices strategically placed in common areas where applicable.
2. During patrols, security officials should assist with oversight of the implementation of the various protocols by encouraging compliance using warm and amicable demeanours.
3. Prior to the guests' arrival/check-in, have all guests declare that they will comply with the management protocols established and with instructions given during their stay. A clause requiring adherence to such protocols must be included in all rental agreements at the time of booking to ensure they are enforceable and adhered to. Clauses are to clearly indicate the requirements and expectations of the guests in the event that they test positive for COVID-19.
4. Face masks should be available and offered to guests who are without.



Public Areas

1. Guests are encouraged to wear a face covering when traversing the property where they are likely to be in close proximity to staff and other guests.
2. Create physical distancing indicators in the public areas to control check-in lines and general crowding.
3. Arrange lounge seating to maintain appropriate spacing between seated guests. Have appropriate demarcations or otherwise convenient obstructions to maintain appropriate spacing in the case of settees, chaise sofas and lounge chairs. Separate modular sofas to ensure appropriate distancing between users.
4. Routinely clean and disinfect surfaces and objects that are frequently touched including furniture and equipment. All indoor floor areas should be mopped with appropriate disinfectants.
5. Sanitize high touch areas including ice/ vending machine buttons and surfaces, etc. according to the frequency of use.
6. Have 70% alcohol-based hand sanitizer dispensers (preferably touchless) within all common areas (e.g. lobbies, corridors, restaurant entrances, meeting spaces, pools, exercise areas, etc.) and at the entrances of the property.
7. Monitor, clean and sanitize public restrooms according to the frequency of use, to ensure they consistently remain in a clean and hygienic state.
8. Paper towels or hand towels in public restrooms are to be constantly replenished and provided as the preferred way to dry hands after washing and to reduce the risk of virus contamination and spread.
9. Stairway handrails are to be cleaned and sanitized frequently, paying special attention to the most utilized stairways.
10. Courtesy telephones must be sanitized regularly to reduce potential transmission and sanitizer or disinfectant wipes placed in close proximity. Users are to be notified to sanitize the phones prior to and after each use.

Elevator

1. Limit the capacity to members of the same party or family.
2. The elevator must be cleaned and sanitized frequently, increasing the frequency of cleaning based on the size and occupancy of the establishment.
3. Hand sanitizer must be placed at each elevator landing.



Hotels and Guest Houses



Front Office

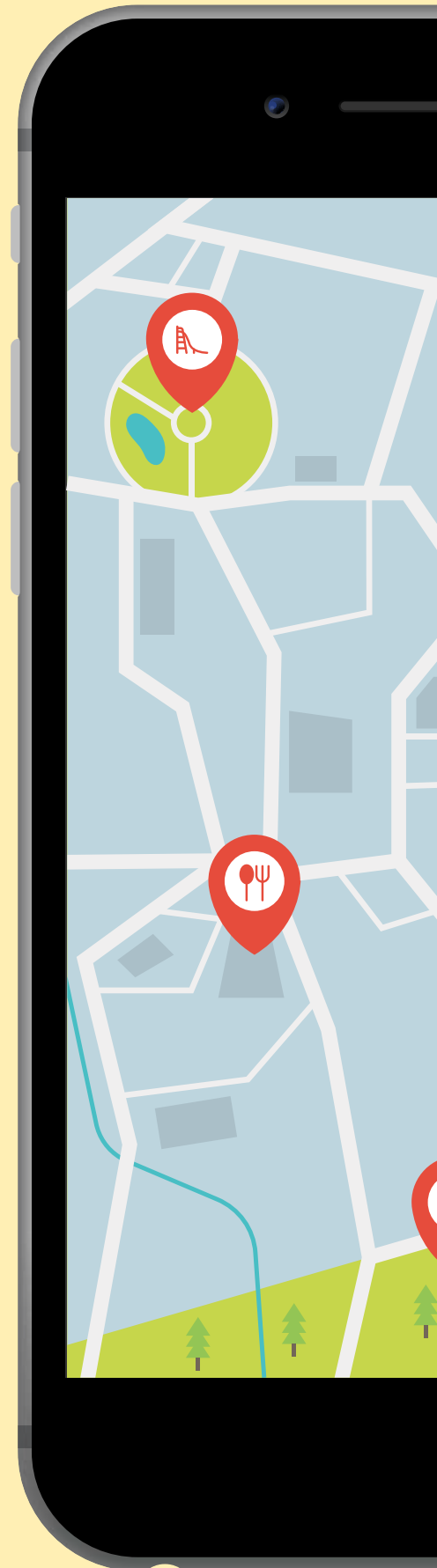
Luggage Handling

1. Guests should be given the opportunity to handle their own luggage. Where luggage is handled by staff, the use of PPE is enforced in accordance with the local health and safety guidelines. Alcohol sanitization or other (non-bleach) sanitizing solutions can be used when hotel staff need to interact with luggage.
2. Luggage handles should be sanitized prior to handling.
3. Staff are required to sanitize hands immediately after assisting guests and to wash hands at the earliest opportunity thereafter.
4. Ensure luggage trolleys are cleaned and disinfected between each use.
5. Luggage should also be delivered separately to ensure physical distancing in elevators.
6. Luggage storage room is to be disinfected based on usage.



Transportation and Valet Services

1. The number of passengers in shuttle/taxi waiting zones is to be limited to observe physical distancing requirements.
2. Provide hand sanitizer for passengers in the loading and disembarkation zones.
3. Provide in-house drivers with face masks and with sufficient stock so that these may also be provided to passengers. Vehicles are to be equipped with the appropriate hand sanitizer which should also be offered to passengers before entering.
4. Provide in-house shuttle operators with disposable gloves (latex or nitrile) which shall be worn when handling suitcases and guests' personal items. Gloves are to be changed regularly after handling each passenger or group of passengers' suitcases and personal items.
5. Passengers are not encouraged to sit beside the driver. Standing passenger capacity in shuttles should be reduced to 50 %.
6. Guests shall wear masks whilst in-transit.
7. Records shall be maintained documenting the names of passengers, date and time of entering and exiting the vehicle, and the pickup and drop off location, to facilitate efficiency in contact tracing as may be required.
8. The recirculated air option shall not be used when transporting passengers. As far as is practical and safe, allow as much natural ventilation to ensure adequate air exchange between rides.
9. Disinfect vehicles after each use using disposable gloves (latex or nitrile) and wiping frequently touched surfaces such as steering wheels, entertainment screens, buttons, cup holders, seatbelts, window controls, knobs and switches, door handles (both inside and outside), handrails and grab handles.
10. All tours offered by the hotel must adhere to the physical distancing guidelines for transportation.
11. Valet services are to be discontinued until further notice.



Reception/ Front Desk/ Concierge

1. Guests temperatures must be taken upon arrival to the property.
2. Resident guests with temperatures above 38^o Celsius or 100.6^o Fahrenheit should be taken to private and isolated areas for secondary temperature checks and further medical treatment.
3. Every effort must be taken to discourage guests and other visitors from congregating in the lobby areas. Refer to the physical distancing guidelines as required. If front desk areas are expected to be over-crowded, create additional separate check-in/ check-out areas.
4. Reduce physical contact during the check-in process and encourage self-check-in/check-out where possible or in-room check-in. Regularly sanitize and disinfect all mechanisms used for self-service check-in/ check- out.
5. Outfit reception,concierge and other guests service-related desks with protection shields,and/ or have staff outfitted with face guards, gloves (latex or nitrile) and/or masks as appropriate.
6. All non-resident guests are required to follow hand sanitizing and hand washing protocols and submit to temperature checks. The individual's name, contact information and the date of visit must also be recorded to assist with contact tracing.



7. Hand sanitizing stations are to be available at the reception desks and any items used by guests during the process of check-in and check-out (e.g. room keys) are to be sanitized after each use.
8. Establish appropriate procedures for receiving money and processing of credit cards which reduce contact. Where possible, place credit card terminal(s) on the guest side of the desk and sanitize after each use. Cashless transactions are to be encouraged.
9. Staff must sanitize their hands after handling payment transactions.
10. Any 'lost and found' items retrieved are to be handled with gloves (latex or nitrile) and stored in sealed packages.

Housekeeping

General Housekeeping

1. Guests must not be in the room during cleaning.
2. Open outside doors and windows (as appropriate) to increase air circulation when servicing rooms.
3. Ensure all areas of the room are cleaned and sanitized, with additional focus placed on all high touch areas. This includes but is not limited to electronics and electronic controls, temperature controls, door handles, knobs, lamps, light switches, curtain handles, beds and pillows, all hard surfaces, kitchenette/ kitchen equipment (where applicable), toilet and bath handles, sinks, and hair dryer. See Appendix C for samples of the high touch areas within a guestroom to be cleaned.
4. Soiled linen must be placed in a bag and separated from the clean linen.



5. Remove additional bedding such as duvet covers/ bedspreads, decorative throw pillows, additional pillows etc.
6. Cleaning attendant logs are to be maintained and signed off for each housekeeping service.
7. Refer to the Safety Data Sheets for information on masks recommended by manufactures when using cleaning products.
8. Minibars/ fridges are to be cleaned and disinfected at each service.
9. Where possible, encourage guests to pre-order drinks and snacks so that these can be pre-stocked accordingly. The directory of services, magazines, books, leaflets, etc. are to be removed from the rooms. Where possible this content should be provided digitally and on in-house television channels etc.
10. Change the mopping water mixture before mopping each unit. The mop, mop buckets and housekeeping trolleys are to be cleaned in between each room and disinfected at the end of each shift.

Housekeeping - Departure Rooms

1. Discard room amenities which cannot be completely sanitized with antiviral disinfectant such as toiletries, stationery etc. Other packaged room amenities are to be sanitized or laundered as appropriate after each guest's departure even where these appear untouched. Where possible, encourage guests to pre-order desired amenities to reduce wastage.
2. All beds must be stripped, and all linens and towels removed from the room, replaced and laundered between bookings even if linens and towels are not used.
3. Ensure sufficient turnover time between bookings so that rooms can be adequately cleaned and ventilated.



Housekeeping - Suspected or Confirmed COVID-19 Cases

1. Linen from the room of a confirmed COVID-19 guest must be placed in a sealable bag and labelled. See Appendix D for Decontamination Procedures.
2. Cleaning properties with suspected cases or confirmed COVID-19 cases must only be performed by appropriately trained personnel, under the supervision of MHW officials.

Laundry

1. When laundering, housekeeping staff must always wear appropriate PPE (e.g. aprons, masks and gloves etc.) as recommended by MHW. Staff are to avoid shaking linen and employ an alternative safe method of detecting sharps in linen. Staff must also take every precaution to avoid bodily contact with used linen. It is recommended that gloves be used only when handling dirty laundry.
2. Dirty and clean linen must always be handled separately to avoid cross-contamination.
3. Linen must be changed at each service and washed using the warmest appropriate water setting with appropriate detergents, in accordance with the Cleaning & Disinfecting for COVID-19 Guidelines as issued by MHW.





Food and Beverage

1. Restaurants and food and beverage operations are to comply with the 'COVID-19 Framework for the Recommencement of the Restaurant and Food Service Industry in Barbados' issued by the MHW.
2. All food handlers shall wear face masks during working hours in accordance with PPE guidelines.
3. Wash, rinse and sanitize food contact surfaces, food preparation surfaces, and beverage equipment after use (using a food-based sanitizer).
4. Have hand sanitizing stations at the host stand/ entrance to the restaurant/ bar and at strategic points throughout the restaurant. Guests are required to wash or sanitize their hands prior to entry of the establishment and before going to the salad bar or buffet.
5. Encourage grab and go meal options where appropriate. Communal guest kitchen facilities where provided are to be discontinued.
6. Try not to allow guests to congregate in waiting areas or bar areas.
7. Establish appropriate procedures for receiving money and processing of credit cards which

reduce contact. Where possible, place credit card terminal(s) on the guest side of the desk and sanitize after each use. Cashless transactions are to be encouraged.

8. Staff must sanitize their hands after handling payment transactions.
9. Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible such as by opening windows and doors.
10. Thoroughly clean and sanitize the entire facility. Focus on high-contact areas that would be touched by both employees and guests. Follow cleaning and sanitizing material guidance to ensure it is at effective sanitizing strength to kill pathogens and protect surfaces.

Restaurants

1. All surfaces shall be cleaned and sanitized at the beginning and end of each workday. Additional cleaning and sanitizing of all surfaces must be done as required during the process of food preparation. Surfaces shall include high contact, and food contact surfaces, shelves, countertops for grab and go items, doorknobs, handrails and telephones etc.
2. Chairs, boosters, and tables must be sanitized after each use.
3. Provide physical distancing indicators to prevent congregating at the entrance/host stand. Enforce physical distancing measures by using a reservation system with extended turnover times to reduce interaction and enable more comprehensive cleaning and sanitization between meal services.
4. Consider a reservation-only business model or call-ahead seating to better space diners.
5. All eating utensils provided need to be in a sealed package or pre-rolled in a clean napkin. The use of disposable food service items is also encouraged.
6. Avoid using food and beverage containers or utensils brought in by customers.



7. Where possible, avoid sharing items such as menus and condiments. Opt for single use condiments, and integrate electronic or disposable menus. Where menus are housed in a folder, they must be sanitized after each use.
8. Space tables with seating 3 ft apart.
9. Sanitize dining tables and chairs after each seating.
10. Do not outfit dining tables with centrepieces.
11. Buffet stations are to be equipped with protective barriers and sneeze guards, and a chef or designated service staff assigned to the area to serve guests. Self-service is no longer allowed. Clean, wash and sanitize utensils frequently.
12. Disposable gloves (latex or nitrile) must be used for table clearing.
13. All food leaving the kitchen must be covered.



BARS

1. Sanitize bar counter areas and equipment at the beginning and end of each shift and with increased frequency as needed. Remove bar counter seating, and erect a sign indicating that temporary seating at the bar is not allowed.
2. Ensure provisions are made for bartending staff to sanitize their hands.
3. Congregation at the bar area is not to be encouraged.
4. Discontinue any open beverage snacks.
5. Napkins, straws and other items are to be removed from bar counter tops and provided upon guest request.

In-Room Dining

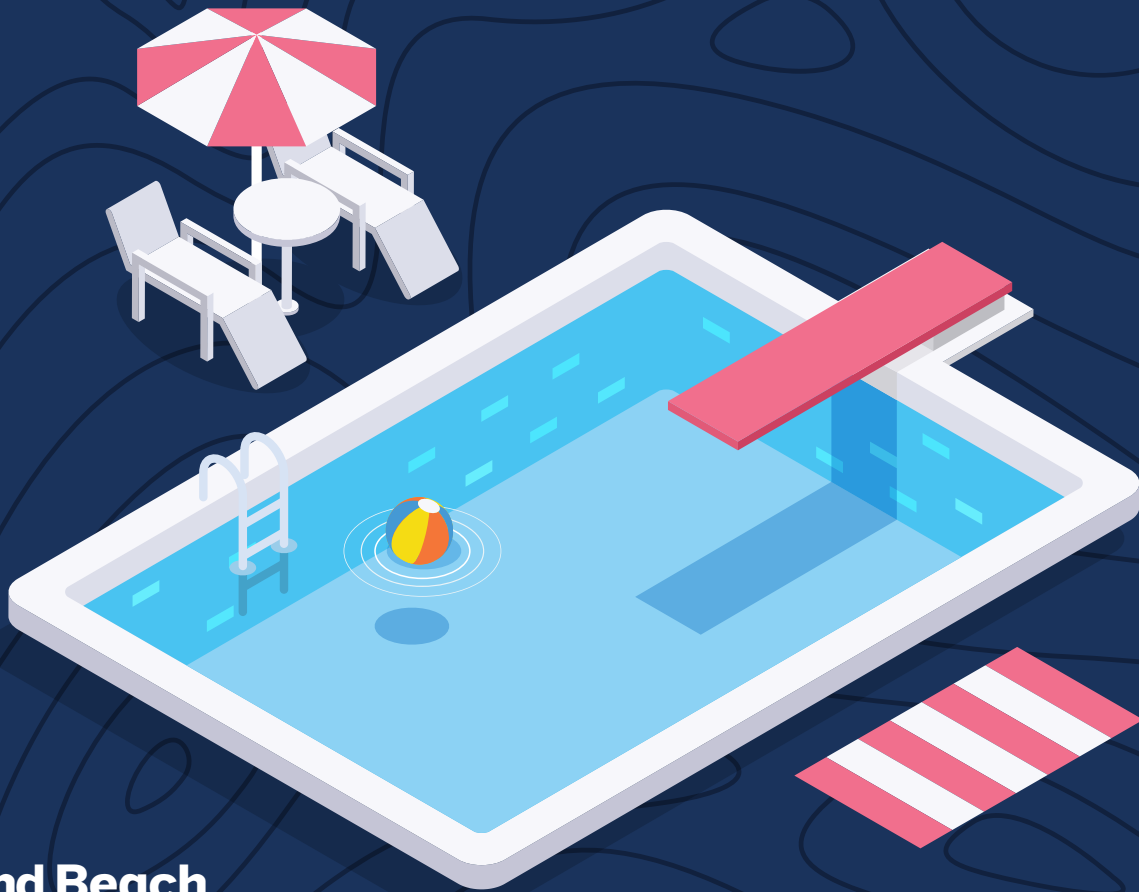
1. Takeaway bags are preferred when delivering in-room dining.
2. Masks must be worn by the room service attendants when delivering room service orders.
3. Minimize contact with guests when delivering orders. Staff are no longer permitted to enter the guest room.
4. Sanitize hands after the delivery of each room service order.

Meetings

1. Seating arrangements are to be in accordance with the physical distancing guidelines of 3 ft. Masks are not required when seated but are required to be worn when manoeuvring around the meeting room or venue and while interacting with others.
2. Staff and/or third-party personnel responsible for the setup and breakdown of meetings or events must wear masks and gloves (latex or nitrile) during tasks.
3. In the event that there are food items to be consumed within the event, these items must be individually wrapped where feasible.



LEISURE ACTIVITIES



Pool and Beach

1. Where necessary, reduce the swimming pool capacity to ensure adequate physical distancing while using the pool and around the pool deck. Signage to promote physical distancing practices is encouraged.
2. Pool and beach chairs are to be laid out with at least 3ft of separation from the next guest, unless there are members of the same family or party.
3. Pool and beach chairs where provided must be sanitized before and after each use.
4. Where provided poolside or on the beach, towels are to be kept in an enclosed area and provided to guests upon request. Self-service towel management is not allowed. Towels must be handed by an employee wearing the appropriate PPE or must be stored in guestrooms.
5. Used towel linen must be frequently collected by staff wearing the appropriate PPE.
6. Pool and beach areas must be outfitted with disinfectant wipe stations in strategic locations.
7. The pools must be frequently monitored and tested to ensure that chlorine levels are adequate, and the pool maintenance aligns with the MHW pool guidelines.

Watercraft

1. Non-motorised water sports (e.g. boogie boards, kayaks, kite surfing, paddle board, wind surfing, water skiing) are to be sanitized after each use.
2. Motorized water sports are permitted.
3. Snorkelling is to be discontinued unless guests use their own dive masks and snorkelling equipment.
4. It is recommended that guests wear a rash guard or t-shirt under their life jacket.
5. Life jackets must be sanitized after each guest use with a 70%-based alcohol solution. Upon the end of shifts, all life jackets must be cleaned using water and soap, and sanitized with use of a sanitizing agent.
6. Watercraft must ensure to limit seating capacity to adhere to social distancing guidelines as appropriate.
7. High touch points are to be cleaned and disinfected before the start of the shift, after each guest use, and prior to end of the shift.
8. All staff will be required to wear a water-repellent or marine grade face mask as appropriate.
9. Guests must sanitize their hands prior to commencing the water sports activity.



Spas

1. Spas are to comply with the requisite protocols issued by the Ministry of Health and Wellness.

Fitness Facilities

1. Fitness facilities are to comply with the requisite protocols issued by the Ministry of Health and Wellness.



Outdoor Adventure and Activities

1. Only outdoor open-air activities which can operate in small groups should be encouraged (e.g. biking, hiking, historic tours, culinary cooking experiences, nature-based activities and eco-tours etc.).
2. Require patrons to sanitize or wash their hands before engaging in adventure activities.
3. Limit capacity to individuals, small groups and families and enforce 3 ft. physical distancing. Take necessary precautions to ensure the safety of patrons when practicing physical distancing.
4. Sanitize all shared equipment after each use (e.g. helmets, gloves, radios, bicycles etc.) employ an inventory management process to monitor equipment which is distributed and to ensure it is cleaned and sanitized upon return.



Other Services



Salon

1. Services provided by barbers, ladies' hairdressers, beauticians, manicurists, and pedicurists are to comply with the "COVID-19 Protocols for Hairdressing Salons" issued by MHW.

Babysitting Services

1. Kids club facilities are to comply with the "COVID-19 Framework for the Recommencement of Day Nurseries and Preschools" issued by MHW.

Gift Shops and Convenience Stores

1. Gift shops and convenience stores must implement measures to limit the number of occupants at any given time to ensure physical distancing is enforced. Observe capacity limitations of 36 sq. ft per person.
2. Hand sanitizer stations must be installed at the entrance to stores.
3. Stores must be cleaned and sanitized prior to opening and after closing.
4. Establish appropriate procedures for receiving money and processing of credit cards which reduce contact. Where possible, place credit card terminal(s) on the guest side of the desk and sanitize after each use. Cashless transactions are to be encouraged.
5. Staff must sanitize their hands after handling payment transactions.

Business centres

1. Operate business centres on a reservation-based system to ensure devices can be properly sanitized according to the manufacturer's specifications before and after use.

Facility Management

Property Maintenance

1. Air conditioning vents and filters are to be cleaned on a scheduled basis where applicable.
2. Perform consistent monitoring of filters and ensure their proper and timely replacement to ensure correct indoor air quality.
3. Conduct regular or scheduled maintenance checks to ensure all equipment implemented is fully functional at all times.
4. A cleaning schedule or a preventative maintenance plan is to be kept and made available for inspection upon request.

Garbage and Trash Management

1. Staff must wear gloves (latex or nitrile) and masks when handling trash.
2. Bins shall be strategically located in close proximity to any hand wash stations, and generally throughout the property.
3. Garbage bins within public areas must be fitted with disposable bin liners and changed regularly.
4. Garbage rooms, and garbage bins are to be frequently sanitized.



5. Increase the frequency of bulk refuse collection (e.g. skip bins) as appropriate.
6. Potentially hazardous materials from positive COVID-19 guests should be clearly labelled and placed in covered (preferably pedal operated) bins.

Staff Canteen and Locker Rooms

1. Staff breaks should be staggered, and seating arrangements provided in employee facilities such as break rooms are to be reconfigured to ensure physical distancing requirements.
2. A kitchen staff member must be present to assist staff with all food and beverage items. Self-service is no longer allowed.
3. The use of barriers such as plexiglas and sneeze guards must be installed in staff canteens in accordance with the 'COVID-19 Framework for the Resumption of the Restaurant and Food Service Industry in Barbados' issued by MHW.
4. Proper and frequent cleaning and disinfection regimens are to be employed in staff areas and facilities.
5. Establish provisions to enable staff to shower before departing work where possible.



Vendors and Deliveries

1. Communicate internal physical distancing requirements and management protocols developed and implemented to third-party suppliers and service providers.
2. Where possible, schedule deliveries to avoid a potential build-up of suppliers/ service providers and have one supplier on loading docks at any one time to ensure sufficient physical distancing.
3. All suppliers shall wear masks at the point of delivery. They must also undergo a temperature check at the facility's entry point. Their name, contact number and date of visit must also be recorded.
4. In the event that a third party has a temperature in excess of 38.0 Celsius or 100.60 Fahrenheit, or shows symptoms of COVID-19, they are to be subjected to a secondary temperature check. Where the individual's temperature remains elevated, they are to be denied entry to the facility and their supervisor/ employer contacted, where applicable (see Appendix A for guidance). Ensure that contractors, third-party suppliers and service providers (including taxis) wash or sanitize their hands upon entering the property.
5. Examine delivery processes to identify opportunities to reduce contact and eliminate unnecessary handling. All outer wrapping of deliveries must be sanitized, where applicable, or remove the outer packaging from goods upon arrival as appropriate.
6. Third-party non-affiliated service suppliers (e.g. deliveries arranged by guests) are not to make direct deliveries to guest rooms. Guests should be advised to receive such goods at the entrance to the lobby and clean and disinfect those goods appropriately.





Vacation Rentals and Apartments

General Security and Control And Property Maintenance

For All Properties

1. Except in the instance of guest houses registered with the BTPA, shared rooms in residences are not permitted until further notice.
2. A log is to be kept of all persons who enter the property and is to be maintained by the property manager or designated individual to assist with contact tracing.
3. As much as possible, guests are to be given access to the property via a lock box to limit guest interaction with staff on arrival. Where a lock box is not possible, no more than one staff member may greet guests on arrival.
4. Regularly sanitize and disinfect all mechanisms used for self-service check-in/ check-out such as electronic key receptacles/ drop boxes, combination locks or key storage units.
5. Air-conditioning filters are to be cleaned and sanitized between bookings.
6. Guest services and concierge is to be provided with minimal guest interaction where possible.
7. Staff breaks should be staggered, and seating arrangements provided in employee facilities such as break rooms are to be reconfigured to ensure physical distancing requirements.
8. Proper and frequent cleaning and disinfection regimens are to be employed in staff areas and facilities.

9. Establish provisions to enable staff to shower before departing work where possible.
10. Schedule deliveries to avoid a potential build-up of suppliers/ third-party service providers on property at any one time.
11. All suppliers shall wear masks at the point of delivery. They must also undergo a temperature check prior to entering the establishment and their name, contact number and date of visit must also be recorded.
12. Where any person arriving has a temperature in excess of 38.0 Celsius or 100.60 Fahrenheit, or shows symptoms of COVID-19, they are to be subjected to a secondary temperature check. Where the individual's temperature remains elevated, they are to be denied entry to the facility and their supervisor/ employer contacted, where applicable. Ensure that contractors, third-party suppliers and service providers (including taxis) wash or sanitize their hands upon entering the property.
13. Sanitation operating procedures need to be followed strictly. Close off areas used by a sick person and do not use until the areas have been cleaned, sanitized, and in non-food contact areas, disinfected. If possible, wait for 24 hours to clean, sanitize and disinfect. If waiting 24 hours is not possible, wait as long as you can.⁴
14. Staff must wear gloves (latex or nitrile) and masks when handling trash.
15. Garbage bins are to be frequently sanitized and where possible pedal operated bins installed.

For Properties That Are Within Secure Complexes

1. Tourist accommodation operators in complexes are only permitted to operate where they can ensure the implementation of the protocols in the communal areas.
2. During patrols, security officials should assist with oversight of the implementation of the various protocols by encouraging compliance using warm and amicable demeanours.
3. Arrange lounge seating to maintain appropriate spacing between seated residents.
4. Have appropriate demarcations or otherwise convenient obstructions to maintain appropriate spacing in the case of settees, chaise sofas and long chairs. Separate modular sofas to ensure appropriate distancing between users.

⁴Source: COVID-19 Framework for the Recommencement of the Restaurant and Food Services Industry in Barbados, issued by MHW

5. Hand sanitization stations are to be available at all communal entrances.
6. Where complexes contain swimming pools, reduce the swimming pool capacity where possible to ensure adequate physical distancing while using the pool and around the deck. Pool chairs to be at least 3 ft of separation between members of the same family or party.
7. Beach chairs, where provided in condominium buildings containing rental units must be sanitized before and after each use. Beach chairs must also follow the physical distancing guidelines of 3 ft separation between members of the same family or party.
8. All high touch areas including elevator buttons, handrails, common surfaces, etc. must be sanitized at regular intervals.
9. Hand sanitizer must be placed at each elevator landing for guest use.
10. Reduce riding capacity in elevators to members of the same family or party

Accommodation & Staff Service Provisions

During Quarantine Periods

1. Maximum permissible staffing levels in Vacation Rentals during quarantine periods are outlined in Appendix E.
2. Guests must be separated away from staff (outside around the pool decks etc.) for the duration of the service to enable staff to clean, sanitize, and do laundry.
3. Have guests place linens in designated laundry bags on specific days for collection or organize staff to complete laundry and prepare linen without guest interaction.
4. Any food service during this period should provide for no in-person contact (for example meal deliveries without guest interaction, or self-service dining).
5. Ensure guests have access to fresh linens and additional amenities for retrieval where needed.

Following completion of Quarantine Period

1. Following the self-quarantine period staffing can return to normal levels only where normal staffing levels allow for adequate physical distancing requirements (see Appendix F).
2. Wherever possible guests must be isolated away from staff (for example, outside around the pool decks etc.) for the duration of the service to enable staff to clean, sanitise, and do laundry.
3. At all times staff should maintain 3 ft social distancing with guests as much as possible.



Cleaning and Sanitization

General Housekeeping

1. Checklists to be developed as specified in the Audit section of Management Guidelines must be sufficiently comprehensive to capture the various touchpoints in Vacation Rentals and Apartments and to ensure enhanced cleaning regimens are consistently applied. This checklist and log must be signed as completed and kept by the responsible manager or designated individual following every cleaning cycle.
2. Refer to the Safety Data Sheets for information on masks recommended by manufactures when using cleaning products.
3. All properties must provide at least one hand sanitizing station per unit which must be strategically placed close to the entrance door in a visible location. Sanitizers are to be topped up at each housekeeping service.
4. Hand soap must be provided at each sink in all bathrooms. Adequate supplies must be available in the unit for the duration of the guest's stay and replenished as necessary. Any bar soaps must be discarded between rentals.
5. Soiled linen must be placed in a bag and separated from the clean linen.
6. All towels and linen must be replaced and laundered not less than weekly throughout a stay.
7. Any 'lost and found' items retrieved are to be handled with gloves (latex or nitrile) and stored in sealed packages.



Housekeeping – Departure

1. Discard room amenities which cannot be completely sanitized with antiviral disinfectant such as toiletries, stationery etc. Other packaged room amenities are to be sanitized or laundered as appropriate after each guest's departure even where these appear untouched.
2. All beds must be stripped, and all linens and towels removed from the room, replaced and laundered between bookings even if linens and towels are not used.
3. Properties must provide sufficient personnel and time to ensure adequate and appropriate cleaning of their unit prior to turnover.



Housekeeping - Suspected or Confirmed COVID-19 Cases

1. Linen from the property of a confirmed COVID-19 guest must be placed in a sealable bag and labelled. See Appendix D for Decontamination Procedures.
2. Cleaning properties with suspected cases or confirmed COVID-19 cases must only be performed by appropriately trained personnel, under the supervision of MHW officials.

Laundry

1. When laundering, housekeeping staff must always wear appropriate PPE (e.g. aprons, masks and gloves etc.) as recommended by MHW. Staff are to avoid shaking linen and employ an alternative safe method of detecting sharps in linen. Staff must also take every precaution to avoid bodily contact with used linen. It is recommended that gloves be used only when handling dirty laundry.
2. Dirty and clean linen must always be handled separately to avoid cross-contamination.
3. Linen must be changed at each service and washed using the warmest appropriate water setting with appropriate detergents, in accordance with the Cleaning & Disinfecting for COVID-19 Guidelines as issued by MHW.



Communications



1. In addition to the communication measures in the Guest Communication guidelines, advise guests prior to their arrival of any further sanitization options available if they require. This may include options to have staff live in on a voluntary basis.
2. Booking terms must address the quarantine requirement and the consequences for breaching the quarantine in accordance with the Directive issued by the Government of Barbados.
3. Booking terms with respect to staffing must be in accordance with restrictions and staffing levels approved by the MHW.

Other Amenities & Services

1. Arrange pre-arrival stocking for groceries in advance and/or pre-arranged prepared meals to be available for delivery as appropriate.
2. Any food and beverage service provided must comply with the 'COVID-19 Guidelines for Restaurants and the Food Services Industry' as issued by the MHW.
3. Guests should be given the opportunity to handle their own luggage. Where luggage is handled by staff, handles should be sanitized prior to handling and the use of PPE enforced in accordance with the local health and safety guidelines.
4. Staff are required to sanitize hands immediately after assisting guests and to wash hands at the earliest opportunity thereafter.



Appendices



Appendix A

Template For Responding To Suspected and Confirmed COVID-19 Cases

I

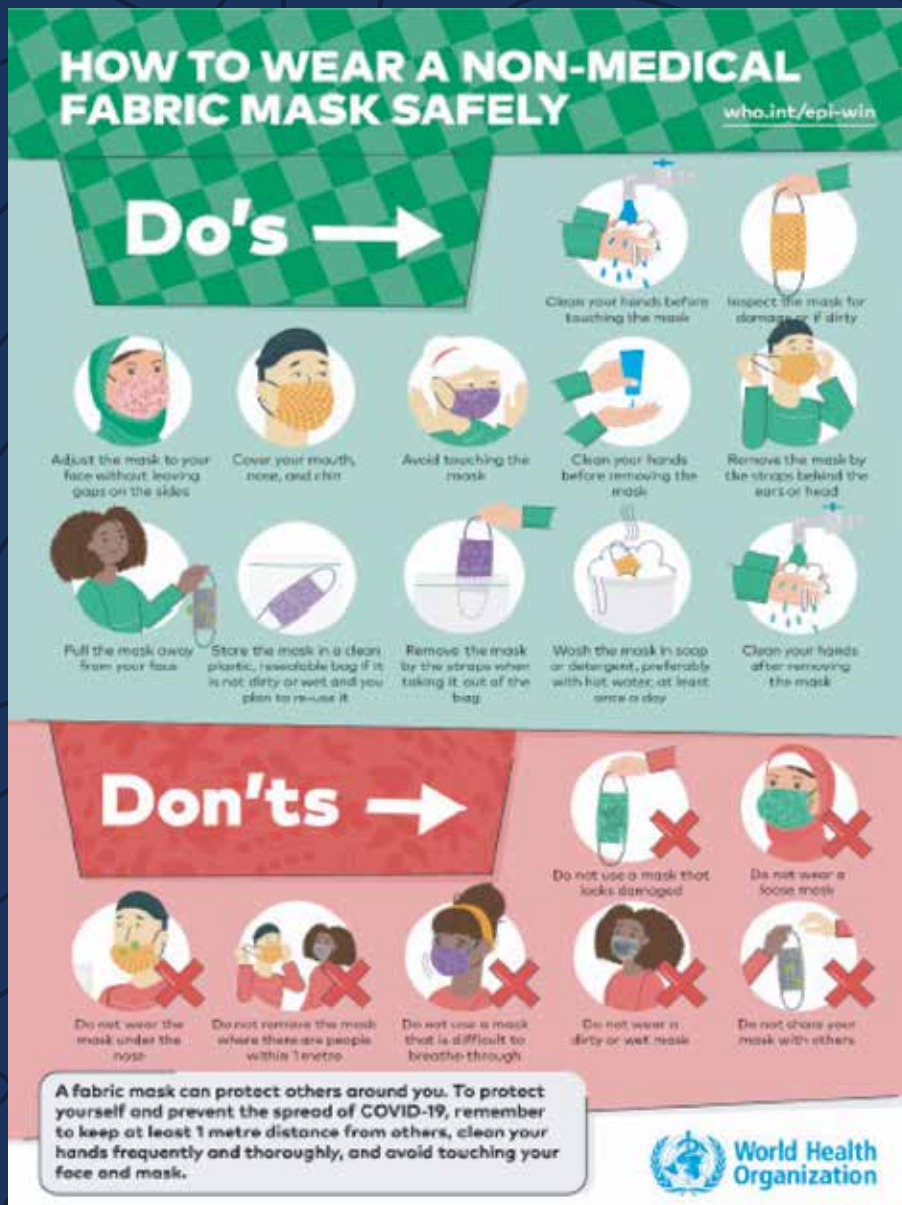
1. Isolate the person in the private and secure area identified in the COVID-19 ARP and ensure they are wearing a disposable surgical mask.
2. Contact a healthcare provider.
3. Sanitation operating procedures need to be followed strictly (refer to the processes for “Cleaning and Disinfecting for COVID 19”⁵ issued by MHW).
4. Close off areas used by a sick person and do not use until the areas have been cleaned, sanitized, and in non-food contact areas, disinfected. If possible, wait for 24 hours to clean, sanitize and disinfect. If waiting 24 hours is not possible, wait as long as you can⁶.
5. Compile contact tracing information for anyone who came into contact with the individual within the past 14 days.
6. Cooperate with MHW contact tracing efforts and enforce MHW guidance in relation to any contacts.

⁵ See: <https://gisbarbados.gov.bb/download/cleaning-and-disinfecting-for-COVID-19/>

⁶ Source: COVID-19 Framework for the Recommencement of the Restaurant and Food Services Industry in Barbados, issued by MHW

Appendix B

Guidelines On Safe Mask Usage & Handwashing Technique



Source: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public/when-and-how-to-use-masks>

Appendix B

Guidelines On Safe Mask Usage & Handwashing Technique

HOW TO WEAR A MEDICAL MASK SAFELY

Don'ts →

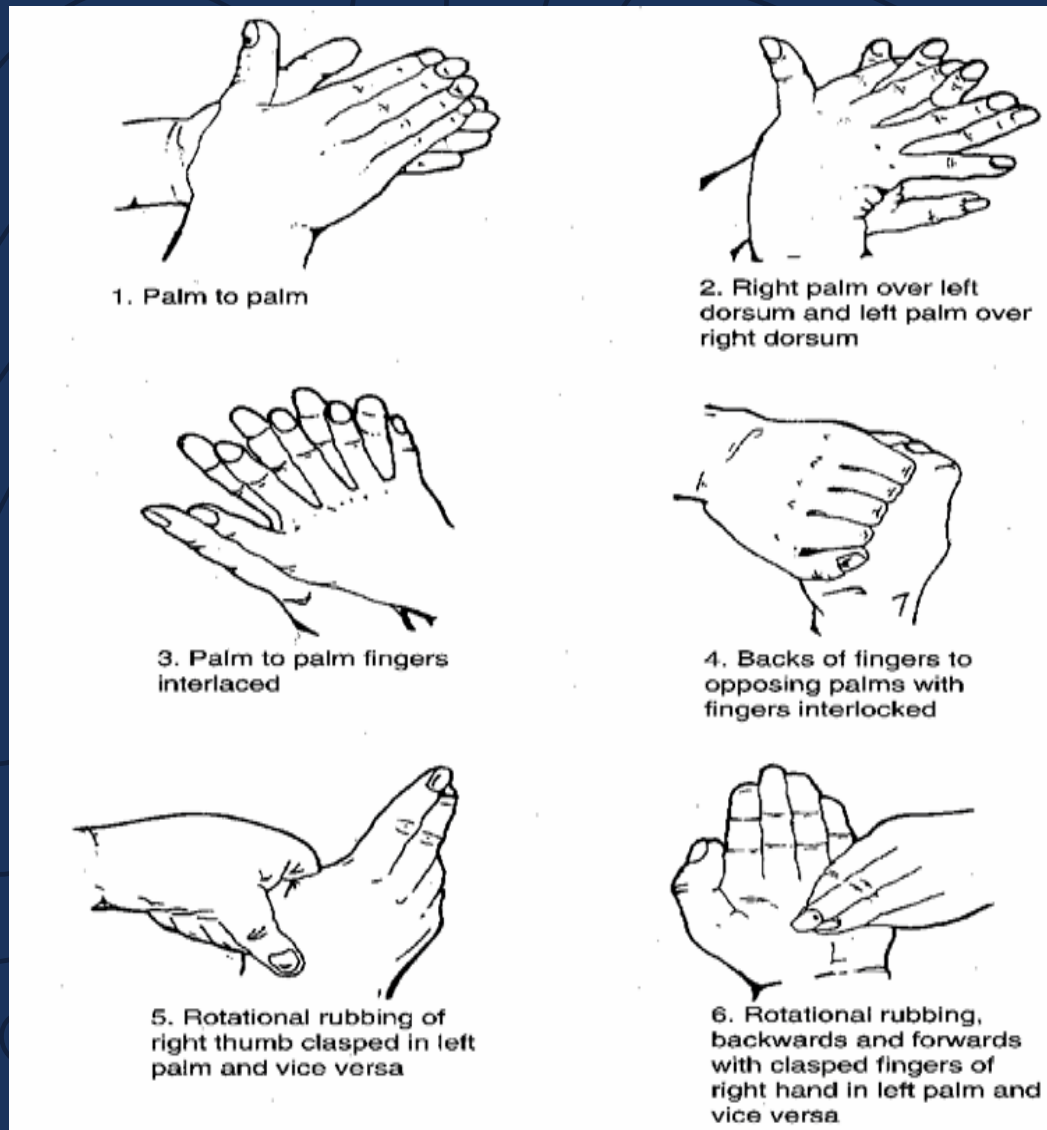
- Do not use a ripped or damp mask
- Do not wear the mask only over mouth or nose
- Do not wear a loose mask
- Do not touch the front of the mask
- Do not remove the mask to talk to someone or do other things that would require touching the mask
- Do not leave your used mask within the reach of others
- Do not re-use the mask

Remember that masks alone cannot protect you from COVID-19. Maintain at least 1 metre distance from others and wash your hands frequently and thoroughly, even while wearing a mask.

[who.int/epi-win](https://www.who.int/epi-win)  World Health Organization

Appendix B

Guidelines On Safe Mask Usage & Handwashing Technique



Source: Source: <https://www.gov.bb/government-main/state-bodies/General/hand-washing>

Appendix C

High Touch Areas In Guest Rooms

Room Checklist

TV and TV remote(s)	<input type="checkbox"/>	Bathroom (bath/shower/ tub, sink, towel rack etc.)	<input type="checkbox"/>
Hard surfaces (tables, desks etc.)	<input type="checkbox"/>	Toilet levers	<input type="checkbox"/>
Chairs and sofas	<input type="checkbox"/>	Waste-paper bin	<input type="checkbox"/>
Light switches	<input type="checkbox"/>	Telephone	<input type="checkbox"/>
Knobs and handles (closets, drawers, doors etc.)	<input type="checkbox"/>	Glassware	<input type="checkbox"/>
Window handles	<input type="checkbox"/>	Cookware	<input type="checkbox"/>
Bedside lamps	<input type="checkbox"/>	Cutlery	<input type="checkbox"/>
Bed items (bedding, pillows, headboard, nightstand etc.)	<input type="checkbox"/>	Serving utensils	<input type="checkbox"/>
Luggage stand	<input type="checkbox"/>	Equipment (Coffee maker, microwave, kettle etc.)	<input type="checkbox"/>
Curtain controls	<input type="checkbox"/>	Fridge (minibar)	<input type="checkbox"/>
In-room safe	<input type="checkbox"/>	In-room devices and touchscreens	<input type="checkbox"/>
Clock radios and docking stations	<input type="checkbox"/>	Floors	<input type="checkbox"/>
Privacy latches	<input type="checkbox"/>		
Ice bucket & tong	<input type="checkbox"/>		
Iron and ironing board	<input type="checkbox"/>		
Clothing hangers	<input type="checkbox"/>		
Faucets	<input type="checkbox"/>		

OTHER TOUCHPOINTS

Appendix D

Decontamination of Guest Room Procedure

1. Decontamination is to be conducted under the supervision of the requisite officials of MHW.
2. Upon the departure of a guest who has tested positive for COVID-19, the unit must be barred from entry for at least 24 hours prior to disinfection.
3. Trained cleaning personnel are responsible for cleaning contaminated units, and must wear the appropriate PPE (mask, apron, gloves (latex/ nitrile)). PPE specifications should be based on information from the MHW and according to the Safety Data Sheets for the cleaning and sanitizing agents being used.
4. Remove all used and unused linen (bed linen, towels, etc.) from the unit and place in a sealable bag, which must be labelled.
5. Remove and discard all used and unused consumable amenities (bathroom amenities, coffee amenities, etc.).
6. Remove and disinfect all crockery and glassware prior to washing with a commercial dishwasher on the highest possible setting. If a dishwasher is not available, hand wash in hot soapy water.
7. Disinfect all high touch areas and hard surfaces within the room with an antiviral disinfectant.
8. Disinfectant should be applied using a damp cloth and the surface allowed to air dry. Do not use a spray as the coverage will be uncertain and spraying may cause the particles to become airborne.



9. Disinfect all air condition and HVAC vents and filters where provided.
10. Disinfect the bathroom with an antiviral disinfectant.
11. Mop floors and clean rooms as per routine.
12. Open all doors and windows where applicable to allow fresh air to enter the rooms.
13. All trash from the room must be placed in a sealable garbage bag labelled and taken directly to the facility's garbage area.
14. Remove all PPE used and place in a sealable garbage bag, which must be labelled. PPE should always be considered potentially contaminated following cleaning and should be removed and disposed of in a proper manner.

Appendix E

Staffing Levels During Quarantine

Category	Maximum Staff Permitted per Property During Quarantine
All Vacation Rentals 3 bedrooms or smaller	1 Housekeeper Once weekly unless otherwise required.
4-5 Bedrooms	1 Housekeeper 1 Cook/Chef No more than 3 times/week 1 Launderer once/week
Luxury Estate Properties or properties with 6+ bedrooms	2 Housekeepers 1 Launderer 1 Chef/shift 1 Kitchen Steward/Chef Assistant 1 Butler/shift Permitted Daily *Minimum staff required for 6 bedrooms with up to 12 persons. Additional staff required at a ratio of 1 additional housekeeper per 2 additional bedrooms occupied.

Appendix F

Staffing Levels Post-Quarantine Period

Category	Baseline Staff Permitted Post Quarantine without additional approval
All Vacation Rentals 3 bedrooms or smaller	1 Housekeeper 1 Cook/Chef Permitted Up to 6 Days/Week
4-5 Bedrooms	2 Housekeepers 1 Launderer 1 Cook/Chef 1 Butler Permitted Daily
Luxury Estate Properties or properties with 6+ bedrooms	3 Housekeepers 2 Launderers 1 Chef/shift 1 Cook/shift 1 Kitchen Steward/Chef Assistant 2 Butlers/shift Permitted Daily *Minimum staff required for 6 bedrooms with up to 12 persons. Additional staff required at a ratio of 1 additional housekeeper per 2 additional bedrooms occupied.

BARBADOS
MINISTRY *of*
TOURISM

BARBADOS[®]
TOURISM MARKETING INC.

BARBADOS[®]
TOURISM PRODUCT AUTHORITY