

The Health & Safety Operating Procedure Guide for Museums & Visitors Centers

General Procedures	<ul style="list-style-type: none"> Adhering to the minimum carrying capacity of the facility to ensure social distancing and health safety (each facility will determine its carrying capacity number in advance).
	<ul style="list-style-type: none"> Eating and drinking inside the facility are prohibited.
	<ul style="list-style-type: none"> Placing signs at the entrance gates indicating a 2-meter safety distance.
	<ul style="list-style-type: none"> Placing safety requirements signs throughout the facility (abiding by social distancing, face masks and sanitizing hands).
	<ul style="list-style-type: none"> Provide hand sanitizing material at the entry and exit points for visitors to use.
	<ul style="list-style-type: none"> Ensuring that employees who are permitted to work are in good health and do not suffer from chronic diseases; subject to physician's approval.
	<ul style="list-style-type: none"> Conducting a daily examination report for the staff which includes temperature measure using remote measuring devices and ensuring there are no COVID-19 symptoms.
	<ul style="list-style-type: none"> If an employee is exposed to any disease, they are prevented from returning to work unless they prove they are free of any infectious or communicable disease and that they are Coronavirus-free, at the expense of the employer.
	<ul style="list-style-type: none"> Limiting the use of banknotes in sales operations as much as possible and encouraging the use of electronic payment methods and developing them if possible.
	<ul style="list-style-type: none"> Providing good natural ventilation in all rooms and facilities, where possible.
	<ul style="list-style-type: none"> Using flammable sterilizers, such as spray or alcohol sterilizers, inside the rooms and facilities is prohibited.
	<ul style="list-style-type: none"> Requiring employees to wear face masks and conducting regular tests for them.
	<ul style="list-style-type: none"> Putting signs indicating the 2-meter safety distance in the visiting area.
	<ul style="list-style-type: none"> Disinfecting all furniture and surfaces in the reception area according to a clear schedule.
	<ul style="list-style-type: none"> Maintaining the cleanliness of the site.
<ul style="list-style-type: none"> Wiping the used surfaces in the employee's break and dining rooms continuously and after each use, and disposing of the waste several times. 	
Visiting Procedures	1) Registration & Buying Tickets
	<ul style="list-style-type: none"> Disinfecting hands before starting any procedure.
	<ul style="list-style-type: none"> Wearing a face mask.

	<ul style="list-style-type: none">• Taking the visitor's temperature with remote devices.
	<ul style="list-style-type: none">• Limiting the use of banknotes in sales operations as much as possible and encouraging the use of electronic payment methods.
	<ul style="list-style-type: none">• Putting illustration signs explaining the safety procedures in the site, the visitor's duties and the correct way to wash hands.
	2) Visiting the Site & During-Visit Safety Measures
	<ul style="list-style-type: none">• Visitors to abide by the 2-meter social distancing requirement as stated by the allocated distance signs.
	<ul style="list-style-type: none">• Avoid touching the eyes, nose and mouth with hands as much as possible.