

(Translation)

(Official Emblem)

Notification of the Department of Health

On Criteria, Procedures, and Risk Preventive Measures Against Coronavirus Disease 2019,
or COVID-19, for Official Places, Private Offices, and Operational Sites

B.E. 2563 (A.D. 2020)

Whereas it is deemed expedient to prescribe criteria, procedures, and risk preventive measures against coronavirus disease 2019 for a purpose to prevent, reduce risk of the spreading of disease, reduce probability to be in contact with coronavirus 2019, and for persons in charge to carry out their duties in a sanitary, efficient, and appropriate manner, as well as to consolidate confidence in using buildings and business operations.

By virtue of the provisions of Section 32 of the State Administration Act, B.E. 2534 (A.D. 1991), the Director-General of the Department of Health hereby issues this Notification as follows:

Clause 1. This Notification shall be referred to as “Notification of the Department of Health on Criteria, Procedures, and Risk Preventive Measures Against Coronavirus Disease 2019, or COVID-19, for Official Places, Private Offices, and Operational Sites, B.E. 2563 (A.D. 2020)”.

Clause 2. In this Notification,

“Official places” means a location wherein State officials or government officials perform works on a usual basis, or a location wherein official operations are carried out on a usual basis;

“Private offices” means a workplace of a private entity;

“Operational sites” means a business in accordance with the Notification of the Ministry of Public Health on Businesses Hazardous to Health, B.E. 2558 (A.D. 2015), apart from Clause 3 of the 9 businesses that concerns the services of (1), (2), (3), (4), (5), (6), (7), (8), (9), (10), (11), (12), (13), (14), (15), (16), (17), (18), (19), (20).

Clause 3. Head of administrative agencies, owners, or possessors of a building, or business operators should comply with the followings:

(1) Building and in-house equipment hygiene control

(a) Clean the building and its peripheral areas on a regular basis, e.g. floors, walls, doors, etc.;

(Translation)

(b) Clean critical touchpoints or common areas, such as locks or doorknobs, handrails or staircase rails, information counters, cashiers, switches, lift buttons, remote controllers, telephones with sanitisers on a regular basis;

(c) Provide a suitable ventilation system within the building and clean such ventilation system on a regular basis;

(d) In the case where a workplace or operational site offers foods for sale, or in case of a canteen, all equipment, e.g. dining tables, seasoning and cooking tools, dining utensils, as well as other cleaning equipment, shall be cleaned with sanitisers on a regular basis;

(e) Clean the areas that are potential for contamination or critical touchpoints which may be a source of germs, e.g. toilet, flushing lever, bidet sprayer, lock, doorknob, toilet seat, toilet lid, tap, with sanitisers on a regular basis.

(2) Provide cleaning equipment to prevent the spreading of germs

(a) Provide alcohol hand sanitisers at the common areas, information counter, canteen, gym room, entrance and exit, or in front of the lift zone, for example;

(b) All basins and toilets must be cleaned, and hand cleaners must be sufficiently provided;

(c) Provide cleaning equipment and sanitisers for building, equipment, utensil cleaning, such as floor cleaning substances, toilet cleaners, and garbage clamps, etc.

(3) Protection for operational staff

(a) Staff who are at risk of being in contact with germs, such as receptionists, information counter staff, bellboys, customer relations officers, as well as maids, etc., are required to protect themselves. They may use a fabric mask, regularly clean their hands, and avoid touching their face, eyes, mouth, nose with hands if not necessary. Moreover, maids should wear gloves while working;

(b) If a staff member is sick with symptoms; for example, having a high body temperature, sneezing, sore throat, nasal mucus, gasping for breath, shortness of breath, he/she is required to cease working and undergo medical treatment in a public health care unit;

(c) For staff responsible for collection of waste that is contaminated with phlegm, mucus, saliva, e.g. napkins, toilet paper in a toilet, they shall need to protect themselves by using protective equipment, e.g. facemasks, rubber gloves, and using waste clamps to put collected waste into waste containing bags. The staff are then required to tightly fasten the bags and place them in a waste storage room, and clean their hands every time after the operation.

(4) Provide knowledge, suggestions, and communications

(Translation)

The owner or possessor of the building, or business operator should provide public relations materials, or channels to convey knowledge on protection against and reduce the risk of the spreading of coronavirus 2019, or COVID-19, for operational staff and service providers. For example, guidelines in observing a person who may carry coronavirus disease 2019, or COVID-19, and materials to provide suggestions for best practices.

Announced on the 11th Day of March 2020

Panpimol Wipulakorn

Director-General of Department of Health