

衛生指引願遵守，預防措施必定有

上下努力齊同心，環境安全又衛生

天天清潔加記錄，共用物品倍留神

通風系統做得好，空氣清新病毒無

消毒服務一站式，進入會場保衛生

完善設備支援站，保護衣物沒欠缺

員工探熱並記錄，一有徵狀必上報

口罩洗手清潔服，人人一定做得到

控制人流講措施，分段單向是妙法

遊樂場裡孩子多，衛生訊息莫忘播

運動比賽出身汗，骯髒衣服勿亂放

康體文娛展身心，安全衛生放在心

員工培訓不可少，持之以恆利將見

衛生標示到處見，同心合力齊抗炎

溝通拉近人與人，員工用者心連心



體育及文化 (包括圖書館、博物館、展覽場館、公園、大型遊樂場、劇場、戲院、泳灘及游泳池、室內運動場館、健身室、投注站、娛樂場所如遊戲機中心、網吧、卡拉OK、麻雀館等)

「生活姿彩，康體文娛」。康體文娛是生活的一部分，我們提供優質的文康活動，為市民生活增添姿采，讓他們享受活力充沛的健康生活。我們承諾緊守崗位，提供有益身心、多姿多采的康體文娛活動，一起行動，同心實踐「衛生約章」。

疫情時期

- 按衛生當局發出的指引，制定預防及處理傳染病之應變措施，並定期作出評估
- 所有管理及清潔員工每天自行探熱並加以記錄；有需要時，管理層會配合衛生署的隔離措施，為員工提供協助，讓員工安心休息
- 每天用1：99稀釋家用漂白水，加強清潔洗手間，並特別留意廁板、水箱抽水掣、門柄、扶手、洗手盤和水龍頭等；沖廁前先蓋上廁座蓋板，避免污水濺出及每天用稀釋家用漂白水灌入排水口
- 每天用1：99稀釋家用漂白水，加強清潔及消毒場所設施，並保存每次清潔記錄
- 將較多人士接觸的地方界定為清潔重點，如出入口、扶手欄、升降機、按鈕、座椅及公共電話等，並加強清潔次數，包括：
 - 圖書館的書櫃、桌椅、電腦鍵盤、影印機按鈕、視聽室器材
 - 公園或遊樂場的健身徑及兒童遊樂設施
 - 藝術表演所用的樂器、道具及視聽器材
 - 運動場館的器械、球拍、球類、體操墊、游泳池、更衣室及浴室
 - 娛樂場所的音響及視聽器材、遊戲機按鈕、耍樂道具如骰盅、麻雀及籌碼等；特別加強咪高峯的清潔和消毒，提供獨立咪套，並在每次使用後進行清潔和消毒
- 呼籲運動人士在安排運動訓練和比賽時，注意：
 - 保持隊員間有適當活動距離
 - 留意隊員之身體狀況，如不適或發燒，應停止參與活動
- 若隊員須更換衣服，可安排他們分批更換，減少互相感染機會；並建議隊員將穿著過的運動服放在膠袋內，並作清洗

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- 為室內場所把關，設立一站式消毒服務，包括擺放浸上1：99稀釋漂白水的消毒地毯等；呼籲身體不適、出現發燒或與傳染病相關徵狀的人士，不要進場及盡快求診
- 設置支援站，以輔助身體不適或有需要人士，例如急救箱、休息床或椅、探熱針、探熱套、用完即棄手套、腳踏式有蓋垃圾桶、預留保護衣物以備不時之需，以及確保通風良好及預留足夠空間
- 如活動屬互動性質及需要接觸多種物件，提供用完即棄手套和口罩予參與者，甚至考慮暫停有關活動，以減低感染風險
- 所有管理及清潔員工在任何工作時間，均正確地配戴口罩
- 控制參觀者人流，例如分段進場，或採取單向式人流管制，或讓觀眾提早入場等措施
- 安排展覽活動時，因應不同內容擬定詳細指引予參展商，以確保場所衛生及安全
- 在有動物的公園裡，工作人員加倍注意個人及園內衛生，並留意動物的健康狀況
- 在公園及遊樂場，向小朋友推廣安全及衛生訊息
- 進行表演節目或比賽時，呼籲觀眾全程戴上口罩、避免握手和吹哨子
- 鼓勵節目主持人避免安排飲食，或進行緊密身體接觸的遊戲節目
- 盡量降低游泳池泳客的人數上限
- 呼籲投注站的人士注意個人衛生，例如自備筆、鼓勵改以電話或網上方式下注、避免聚集在投注站門口及避免在人多擠迫的地方高談闊論

持久目標

- 定期清潔、檢視及保養各樣設備，例如通風系統、防蟲、防鼠、排污等，以確保環境衛生
- 提醒參加者遵行傳染病之預防，例如在郊遊及參觀動物園時，切勿與動物有任何接觸
- 透過多元化的健康促進活動，增強個人健康教育
- 加強員工的衛生教育知識，與時並進
- 培訓員工貫徹落實有關健康及預防傳染病的各項措施
- 鼓勵各員工努力養成良好的生活習慣及個人衛生，持之以恆
- 設立有效的途徑，加強員工與用者之溝通，互相配合保持公眾衛生



Sports and Culture (including libraries, museums, exhibition centers, parks, large playgrounds, theaters, cinemas, beaches, swimming pools, indoor sports centers, gyms, off-course betting branches, and other entertainment premises such as game centers, cyber cafes, karaoke establishments and mahjong houses)

Hong Kong provides opportunities for every interest! Sports, culture, recreation and entertainment form an integral part of our lives. By promoting a healthy and energetic lifestyle through a myriad of activities, the Sports and Culture sector helps to enrich the lives of Hong Kong people. By uniting and pledging to adhere to the Hygiene Charter, the Sports and Culture sector is committed to Hong Kong and safeguarding the health of the public.

High-risk period

- Develop preventative and disease control measures in line with guidelines with the health authorities and conduct regular assessments.
- All management and cleaning staff are required to check and record their temperatures before work every day. Management will follow the Department of Health's quarantine measures if necessary, and provide assistance to staff.
- Intensify daily cleaning and disinfection of all toilets with diluted household bleach (1 part bleach mixed with 99 parts water). Pay special attention to toilets, especially cleaning and disinfecting of toilet seats, flush handles, doorknobs, handrails, sinks and faucets. Remind people to flush only when the toilet is covered to avoid splashing. Use household bleach to clean the drains.
- Intensified daily cleaning and disinfection of all facilities with diluted household bleach (1 part bleach mixed with 99 parts water). Maintain a daily record.
- Frequent and daily cleaning and disinfection of all installations (such as entrances and exits, handrails, elevators and elevator keypads, seats and public telephones). In specific areas, such as those listed below, other frequently touched areas include:
 - In libraries: bookshelves, tables and chairs, keypad of copying machines, audio-visual equipment
 - In parks and playgrounds: gyms and children's recreational facilities
 - In arts and cultural theatres: musical instrument, props and audio-visual equipment
 - In sports stadiums: gym equipment, rackets, balls, gym mats, swimming pools, changing room and shower facilities
 - In entertainment facilities: audio-visual equipment, keypads of gaming machines, and entertainment items such as dice/dice cups, mahjong and other chips. Intensify the cleaning and disinfecting of karaoke microphones. Microphones should be covered with disposable wrappers and thoroughly cleaned and disinfected after use
- Encourage the following during practice sessions and matches:
 - Keep a distance between team members
 - Monitor team members' physical conditions. Stop the activities if a member has fever or is feeling unwell
- Alternate team members to minimize chances of cross-contamination. Encourage them to place used clothes in plastic bags for cleaning.
- Provide a one-stop disinfection solution for all indoor facilities, including placing a floor mat soaked with diluted household bleach solution (1 part bleach mixed with 99 parts water) and advising those who feel unwell with fever

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or symptoms of infectious diseases to consult doctors immediately and not to enter the venue.

- Set up medical/support kiosks to assist those who are feeling unwell and those in need. Counters should be fully equipped with:
 - First-aid boxes
 - Beds or chairs for resting
 - Thermometers with disposable wrappers
 - Disposable gloves
 - Step-open trash bins with lids
 - Protective clothing
- If activities are interactive and involve the touching of various items, participants should be provided with disposable gloves and masks. Suspension of such activities should be considered in order to reduce the risks of infection.
- All management and cleaning staff are required to wear masks at all times during work.
- Control visitor traffic by implementing measures such as one-way access, or allowing the audience early entrance into the premises.
- Formulate detailed and customized hygiene guidelines at events and exhibitions to ensure that the venue is clean and safe.
- At animal parks, staff should pay meticulous attention to their own personal and environmental hygiene, and the health of the animals.
- Instill the importance of maintaining good personal hygiene and safety to children who visit parks and playgrounds.
- Encourage audiences to wear masks; avoid shaking hands and blowing whistles during performances and/or races.
- Encourage organizers to avoid arranging games or programs that involve eating, drinking or close body contact.
- Reduce the maximum number of people entering swimming pools at any one time.
- For people who visit off-course betting branches, encourage them to pay attention to personal hygiene, bring their own pens, make use of phone and Internet betting systems; and avoid congregation and discussion at the entrance or crowded areas.

Long-term objectives

- Regularly clean, check and maintain all facilities (such as the ventilation and drainage systems) and conduct pest-control and rat-control measures frequently to ensure a hygienic environment.
- Remind participants to follow disease prevention measures, for example, avoid any animal contact when visiting a zoo.
- Facilitate personal health education through a variety of channels and initiatives.
- Enhance staff's hygiene knowledge in line with latest developments.
- Encourage staff to enforce health and infectious disease prevention measures.
- Encourage staff to develop good habits and personal hygiene practices.
- Establish channels to enhance staff and user communications to facilitate public hygiene.