

COVID -ready Workplace Plan for Umkhumbi Lodge

Umkhumbi Lodge will open for business from the 8th June 2020 for business travellers and essential service personnel and for persons in quarantine or isolation.

General preparations

Guests and workplace personnel are to observe social distancing. Hand sanitising stations will be positioned around the lodge in order to maintain hand hygiene. Please be assured that all areas will be thoroughly cleaned before guests arrive and throughout their stay.

Procedures for guests

We would like to reassure guests that their health and safety is our first priority and we welcome any queries regarding our safety procedures.

Guest rooms will be thoroughly sanitised before arrival according to regulations.

Guests will be monitored for symptoms on arrival and will have their hands sanitised. They will be required to wear facemasks while outside of their rooms and in public areas.

Guests have non-contact payment options.

Initially no food or drink will be served by staff, but there will be some self-service options.

Procedures for staff

Employees will come to work on rotation so as to avoid and reduce the spread of the virus in the workplace.

Umkhumbi Lodge will require staff to self-monitor their health and check for any symptoms of COVID-19 prior to coming to the workplace. If presenting with any symptoms, they will not come to work.

Staff may request to self-isolate should they have any comorbidities or be pregnant.

Staff will undergo training to reduce the risk of spreading the virus including: hand hygiene, wearing masks, social distancing, laundry hygiene etc.

Arrangements for staff in the establishment:

Upon arrival at the workplace: the employee's temperature will be taken and their hands sanitised.

The employee's attendance will be registered.

Staff must wear facemasks at all times except for scheduled meal and break times where they may remove their mask to eat and drink. After break times masks must be put on and hands sanitised before recommencing work.

Social distancing must be observed at all times (1.5m).

The staff will have a staff room in which they may change clothes and eat, they will have a bathroom allocated for their toilet needs and to shower and wash hands.

The staff will be allocated rooms/areas to clean for the day. They may walk between rooms without detouring. They may not enter any other areas except for staff rooms.

Staff and guests will not occupy the same areas without observing social distancing.