



**Muhammadi Welfare Association**



## **COVID 19 Safety Plan**

**Business name: Muhammadi Welfare Association Inc**

### **Registration:**

1. You must register for every program. You must enter full names of all attendees (including children), mobile number and car registration number (easy for tracking).
2. You can only attend if you have received a confirmation.
3. Please indicate clearly if you wish to attend English or Urdu program.
4. After a conclusion of a program, please leave the premises immediately maintaining a 1.5 meters social distance at all time.

### **Wellbeing of Staff and Visitors.**

1. Anyone who is unwell and has symptoms of infection (such as fever, cough, sore throat, shortness of breath, change in sense of smell or taste) will be prohibited to enter the premises.
2. Children and people aged 12 years and older must wear a face covering while entering the venue. Facemasks have to be worn at all times during the program. Please ensure to bring your own facemask.
3. We will continue to conduct online programs on Facebook for people in high-risk categories (age 70 years and over or those with chronic medical conditions) or those who wish to stay at home.

### **Physical Distancing.**

1. We will conduct our programs in 2 separate halls, English program is in downstairs hall and Urdu program is at upstairs hall. If you are attending English program, you are not allowed to enter the Urdu hall. Similarly, if you are attending Urdu program, you are not allowed to enter English hall. After the conclusion of a program, please vacate the premises immediately maintaining a social distance of 1.5 meters at all times.
2. During a program, you must sit on allocated chair or a floor marker to ensure physical distance is maintained at all times.
3. While doing Matam, you must stand on allocated spot (floor marker) to ensure a social distance is maintained.

4. Do not hand shake, hug or kiss as a greeting.
5. Do not gather outside the halls. Ensure to maintain 1.5 meters of social distancing in communal areas.
6. We welcome families to attend. However, you must ensure your children especially ages 8 years and younger are seated with you at all times. Children are not allowed to play in the communal areas.

#### **Hygiene and Cleaning.**

1. There will be adequate supply of hand sanitizers at various locations during the program. Ensure to implement good hygiene practice.
2. For your safety only packed food (niaz) including bottled water will be served. You are not permitted to consume food in the premises. Niaz will only be given while exiting the premises.
3. We welcome your donations. However, you should use contactless payment options while making donations.

#### **Record keeping**

1. We will keep a record of names, mobile numbers or email addresses for all volunteers, and for a period of at least 28 days. Records will be used only for the purposes of tracking COVID-19 infections and will be stored confidentially and securely.
2. You are recommended to download COVIDSafe app to support contact tracing if required.



**Muhammadi Welfare Association**

