



uid Afrikaanse Nasionale Posduif Organisasie
outh African National Pigeon Organisation



Safe Operating Procedure: COVID-19

(Text partially referenced from R Crouzer adapted by S.Gerber)

1. OBJECTIVE

The objective of the Standard Operating Procedure “SOP” is to ensure a safe sporting environment for all fanciers and to limit the spread of the COVID-19 virus. Section 8 of the Occupational Health and Safety Act, 1993 “OHSA” requires every organisation to provide and maintain, as far as reasonably practical, a sporting environment that is safe and without risk to the health of its members. Similarly, the OHSA also imposes a duty on fanciers to take reasonable care for their own health and safety and that of their fellow fanciers.

2. SCOPE

This SOP is applicable to all fanciers, drivers and conveyors.

3. RESPONSIBILITY

The organisation’s appointees must ensure that this document is implemented as far as reasonably practical to ensure the health and safety of all fanciers, drivers and conveyors. Due to the nature of COVID-19, it is also important that all Fanciers assume a level of responsibility to manage and contain the spread of the virus.

4. REFERENCES

- National Institute for Communicable Diseases “NICD”
- World Health Organisation “WHO”
- The National Institute for Occupational Health
- The National Health Laboratory Services
- The Department of Employment and Labour

5. DEFINITION

COVID-19 - *a mild to severe respiratory illness that is caused by a coronavirus (Severe acute respiratory syndrome coronavirus 2 of the genus Betacoronavirus), is transmitted chiefly by contact with infectious material (such as respiratory droplets), and is characterized especially by fever, cough, and shortness of breath and may progress to pneumonia and respiratory failure. Derived for SARS-CoV-2.*

6. ACTIVITIES

6.1. Basketing of Pigeons

- ❖ Fanciers Older than 60 years of age either have the entrant taken to the clubhouse for basketing or simply drop their baskets off with the entrants at the dedicated area for entrant receipt and retreat back to home. This group of Fanciers to avoid any Social contact with other fanciers and to maintain a minimum of 2m from any other Fanciers should there be one in the vicinity. These members then to retreat to their homes and can collect their baskets either the next day or arrange to have them dropped off at their homes. Fanciers with life-threatening illnesses must also fall under the above mentioned category. Should this group choose to remain and participate in club basketing functions they do this out of own volition and cannot hold anyone responsible for their Health and wellbeing as a result of their personal choice.
- ❖ All entry to the clubhouse must be equipped with hand sanitisers.
- ❖ During basketing the basketing team which at no time should exceed 10 persons to keep a safe 2m distance from one another during the time of basketing
- ❖ The names and contact details of all participants and Basketing Team participating in this activity, should be retained for at least one month. This will assist health care authorities to trace who has been exposed to the virus if a participant becomes ill with COVID-19 after the sporting activity.
- ❖ All participants must be informed by the Organisation who in turn must inform SANPO, should any of the participants of an event become ill with COVID-19 at a later stage.

All relevant PPE such as Mask and Plastics Gloves and if possible sterile dust coats to be used where practically possible when basketing.

6.2 Routine Cleaning Activities

NB: The period that COVID-19 can survive on objects is dependent on certain criteria, which is difficult to predict given that not all working environments are the same. A study by the WHO determined that the coronavirus could remain infectious for between two hours and nine days on certain surfaces.

- ❖ The Organisations need to establish a sporting environment that promotes personal hygiene. For example, no-touch refuse bins, hand soap, alcohol-based hand rubs containing at least 60 percent alcohol, disinfectants, and disposable towels for Fanciers to clean their hands and their work surfaces.
- ❖ Promote regular hand washing or the use of alcohol-based hand sanitisers.
- ❖ Display handwashing signs in restrooms.

- Every machine/equipment and work area should be equipped with a sanitiser and cleaned before use.
- Increase cleaning schedule to deal with increased frequency of wiping down all surface areas.

6.2.1 How to Clean and Disinfect

Hard (Non-porous) Surfaces

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common household disinfectants should be effective.
 - Follow the manufacturer's instructions for all cleaning and disinfection products for concentration, application method and contact time, etc.
 - Additionally, diluted household bleach solutions (at least 1000ppm sodium hypochlorite) can be used if appropriate for the surface. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Check to ensure the product is not past its expiry date. Never mix household bleach with ammonia or any other cleanser. Household bleach will be effective against coronaviruses when properly diluted.

Soft (Porous) Surfaces

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination/dirt if present and clean with appropriate cleaners indicated for use on these surfaces.

After cleaning:

- o If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.

Electronics

- For electronics such as tablets, touch screens, keyboards, remote controls, and key cards, remove visible contamination/dirt if present.
- o Follow the manufacturer's instructions for all cleaning and disinfection products.
- o Consider use of wipeable covers for electronics.
- o If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

Linens, Clothing, and Other Items That Go in the Laundry

- ❖ In order to minimize the possibility of dispersing virus through the air, do not shake dirty laundry.

- ❖ Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.
- ❖ Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.

6.3 Organisation Start Up (Post Lockdown)

- ❖ A detailed risk assessment must be established prior to any activity being conducted.
- ❖ The risk assessment must be communicated to all Fanciers.
- ❖ All Fanciers to be trained on COVID-19.
- ❖ Re-induction with all Fanciers, which must include the COVID-19 RA, SOP, emergency procedures and required PPE.
- ❖ A deep clean must be done on the premises as per Section 6.1.4 above.
- ❖ A pre-inspection to be conducted prior the operation of any electronics and/or mechanical equipment.
- ❖ A comprehensive cleaning schedule must be developed to ensure routine cleaning is conducted. This schedule should be monitored on a weekly basis.
- ❖ Where respirators (special mask) are used, the Organisation must ensure that every Fancier on Basketing Duty has their own respirator.
- ❖ Where dust masks are used, the Organisation must ensure that the dust mask are readily available for use. The Organisation must ensure that no dust mask gets used twice and must be disposed of in a safe manner.
- ❖ Bulk Storage of Sanitizer shall follow normal procedure as stated below:
 - ❖ Containers are closed
 - ❖ Good housekeeping maintained
 - ❖ Storage area to be well ventilated
 - ❖ The Organisations must undertake to encourage those Fanciers that are feeling ill to stay at home and not in any manner or form try and participate in Racing until such time that they are tested and a negative result achieved.

6.4 Weekly Activities

- ❖ Monitor the temperatures of all Fanciers prior to gaining entry onto the premises
- ❖ Striking Out Activities to be conducted either via Home Evaluation Applications or in case of Manual Clocks for them as with Basketing to be dropped off at the clubhouse to be struck out at the clubhouse and later collected or arrangements made for delivery. In this crisis time the the strike out rule would need to be adapted to allow for the clocks to be struck out

at various times as the team on duty might not be large enough to handle all manual clocks at the same time signal. All members will not have the luxury to evaluate at home and the same rule as for handlocks will then apply.

- Physical distancing to be encouraged across the Organisations
- Encouraging of Fanciers to stay at home if not well and report to their medical practitioners if displaying any symptoms of COVID-19.

6.5 Signage and posters

It is important that the Organisation have visible signs and posters around the Clubhouse facilities to remind Fanciers about the risks of COVID-19 and the measures that are needed to limit its spread.

Typical signs and posters may include:

- Handwashing techniques
- Physical distancing
- Cough and sneezing etiquette
- General COVID-19 awareness
- General hygiene principles

6.6. Fanciers diagnosed or suspected to have COVID-19

If a Fancier has been diagnosed with COVID-19, they shall not be permitted to return to attend any activity until cleared to do so by a medical practitioner. Should a Fancier be ill at club with suspected COVID-19 symptoms then:

a. Isolate

Isolate the person from others and provide a disposable surgical mask, if available, for the person to wear.

b. Transport

Transport the Fancier to a medical facility to be tested for COVID-19

c. Identify

Identify who at the Clubhouse had close contact with the infected person in the 24 hours before that infected person started showing symptoms. Send those people home to isolate until the sick Fancier has been tested and the results have been returned.

d. Clean

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Ensure correct use of PPE when cleaning

Hotline for the COVID-19 as per the Department of Health website: 0800029999

7. Risk Assessment

With COVID-19, it may not be possible to eliminate the hazard, the most effective protection measures are (listed from most effective to least effective):

engineering controls, administrative controls, safe Basketing practices (a type of administrative control), and PPE.

There are advantages and disadvantages to each type of control measure when considering the ease of implementation, effectiveness and cost. In addition to the types of Clubhouse controls discussed below, the NICD provides fact sheets that guide specific Organisation/Clubs/Members in relation to recommended infection prevention strategies to implement in Clubhouse Facility.

7.1. Engineering Controls

Engineering controls involve isolating employees from sport-related hazards. In Clubhouses where they are appropriate, these types of controls reduce exposure to hazards without relying solely on Fanciers behaviour and can be the most cost-effective solution to implement.

Engineering controls for SARS-CoV-2 include:

Installing high-efficiency air filters (not to be relied on as the most appropriate in isolation of other controls).

- ❖ Increasing ventilation rates in the Clubhouse environment.
- ❖ Installing physical barriers such as face shields.

7.2. Administrative Controls

Administrative controls require action by the Fancier and Organisation. Typically, administrative controls are changes in Basketing and Strike Out policy or procedures to reduce or minimize exposure to a hazard. Examples of administrative controls for SARS-CoV-2 include:

❖ Encouraging sick Fanciers, Drivers and Conveyors to stay at home
Minimizing contact among Fanciers by appointing a Small Basketing & Strike Out team and not the entire club to perform functions associated with these activities.

- ❖ Minimizing the number of Fanciers on site at any given time e.g. rotation or shift work.
- ❖ Providing Fanciers with up-to-date education and training on COVID-19 risk factors and protective behaviours (e.g. cough etiquette and care of PPE).
- ❖ Training Fanciers who need to use protective clothing and equipment on how to put it on, use/wear it and take it off correctly, including, in the context of their current and potential duties

8. PERSONAL PROTECTIVE EQUIPMENT (PPE)

While engineering and administrative controls are considered more effective in minimizing exposure to SARS-CoV-2, PPE may also be needed to prevent certain exposures. While correctly using PPE can help prevent some exposures, it should not take the place of other prevention strategies.

Examples of PPE include:

- gloves,
- goggles,
- face shields,
- face masks,
- gowns,
- aprons,
- coats,
- overalls,
- ❖ Hair and shoe covers and respiratory protection, when appropriate.

All types of PPE must be:

- ❖ Selected based upon the hazard to the Fancier.
- ❖ Properly fitted (e.g., respirators (special Masks). Consistently and properly worn when required.
- ❖ Regularly inspected, maintained, and replaced, as necessary.
- ❖ Properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment

Organisations are obligated to provide their members with PPE needed to keep them safe while performing their duties. The types of PPE required during a COVID-19 outbreak will be based on the risk of being infected with SARS-CoV-2 while working and job tasks that may lead to exposure.

- ❖ Approved N95 filtering half face respirators as a minimum used in the context of a comprehensive, written respiratory protection program that includes fit-testing, training, and medical exams.
- ❖ The appropriate form of respirator/mask will depend on the type of exposure and on the transmission pattern of COVID-19.

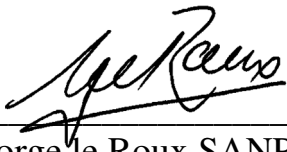
9. IMPLEMENTING CLUBHOUSE CONTROLS

The legislation governing workplaces/clubhouses in relation to COVID-19 is the Occupational Health and Safety Act, Act 85 of 1993, as amended, read with the Hazardous Biological Agents Regulations, Section 8 (1) of the Occupational Health and Safety (OHS) Act, Act 85 of 1993, as amended, requires the Organisation to provide and maintain as far as is reasonably practical an operating environment that is safe and without risks to the health of its members. Specifically, Section 8(2)(b) requires steps that are reasonably practicable to eliminate or mitigate any hazard or potential hazard before resorting to personal protective equipment (PPE). However, in the case of COVID-19, a combination of controls is required, although the main principle is to follow the hierarchy of controls. However, before the implementation of control measures, current risk assessments need to be reviewed and updated, taking into account the new

hazards posed by exposure to COVID-19 in the workplace. This is in accordance with Section 8 (2) (d) of the OHS Act.

10. MONITORING AND MEASUREMENT

- ❖ This procedure will be reviewed every 3 months or as required when new information is released from the Department of Health, National Institute for Communicable Diseases or World Health Organisation.
- ❖ Due to the nature of COVID-19 this document will be seen as a living document as the information in this document could change due to the progression of COVID-19 virus.



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Approved

20/04/2020