

Ministry of Labor

Guide No. (3)

**Work Procedures for Safety and Health Protection Measures to Limit the
Spread of the Corona Virus
(Gas Transportation Methods)**

This Guideline has been reviewed by the National Committee for Pandemics
Updated on 7/4/2020

Dear employers and gas distributors,

This guide was made to ensure your safety as well as the safety of others at the workplace considering Corona Virus' high level of danger and speed of transmission. Therefore, please follow these procedures and do not them lightly.

Safety and health protection measures during work:

- Committing to using personal protection supplies such as face masks and gloves (also replacing them on regular basis and as soon as they are contaminated).
- Avoid working closely with workers that perform onloading and offloading activities.
- Leaving a safe distance between employees (minimum of one meter and a half).
- Avoiding touching the eyes, nose, or mouth in any way.
- The presence of more than two people in a distribution vehicle is prohibited (a driver and an employee).

Safety and health protection measures during distribution:

- Distribution employees shall commit to using personal protective supplies (face masks and gloves).
- Leaving a safe distance between the distribution employee and the customer of a minimum of one meter and a half when delivering.
- Avoiding removing face masks and gloves at all times unless inside the distribution vehicle and after ensuring the presence of a hand sanitizer, the gloves should then be taken off and hands should be sanitized, afterwards the face mask can be taken off and hands should be sanitized again, next new gloves and a face mask should be worn and the previously used face mask and gloves are to be placed in a plastic bag in order to be disposed of.
- The vehicles must be sanitized on daily basis, and especially the frequently used doors.
- Avoiding using alcohol inside the vehicles as it is flammable material.

Stay Safe