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**INDUSTRY STANDARD OF THE
PEOPLE'S REPUBLIC OF CHINA**

WS/T 698-2020

**Guidelines for health protection of key places and units during
the new crown pneumonia epidemic
(English Translation)**

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Table of Contents

- Foreword
- 1 Scope
- 2 Normative references
- 3 Terms and definitions
- 4 Principles of health protection
 - 4.1 Key places
 - 4.2 Key units
- 5 General requirements for health protection
 - 5.1 Key places
 - 5.2 Key units

Foreword

This standard was drafted in accordance with the rules given in GB/T 1.1-2009.

1 Scope

This standard specifies the principles and requirements of health protection for key places and units during the COVID-19 epidemic.

This standard is applicable to the health protection of key places and units during the new crown pneumonia epidemic. Other places and units can refer to it for implementation.

2 Normative references

The following documents are indispensable for the application of this document. For dated reference documents, only the dated version applies to this file. For undated references, the latest version (including all amendments) applies to this document.

GB 37487 Hygiene Management Code for Public Places GB 37488 Hygienic indicators and limit requirements for public places WS 394 Hygienic Specification for Centralized Air Conditioning and Ventilation System in Public Places WS/T 395 Hygienic Evaluation Specification for Central Air Conditioning and Ventilation System in Public Places WS/T 396 Specification for cleaning and disinfection of centralized air conditioning and ventilation systems in public places

3 Terms and definitions

The following terms and definitions apply to this document.

Key places

During the new crown pneumonia epidemic, places where people are dense and mobile, and are prone to cluster outbreaks, including office spaces, hotels, Shopping malls and supermarkets, banks, restaurants (parks), barber shops, agricultural markets, parks, railway passenger transport, road passenger transport, waterway passenger transport, civil There are 26 types of transportation, urban rail transit, taxis, private cars and transfer vehicles for returning people.

Key units

During the new crown pneumonia epidemic, units prone to cluster outbreaks, including enterprises, construction, postal and express delivery, and government agencies Units, kindergartens, primary and secondary schools, colleges and universities, elderly care institutions, child welfare institutions, prisons, mental health care institutions, medical care 14 categories including waste disposal centers, property management centers and communities.

Low-, medium-, high-risk regions Take counties (cities, districts, and banners) as the unit, comprehensively research and judge based on population and incidence, and scientifically divide different epidemic risk levels Area.

4.1 Key places

In low-risk areas, under the premise of adopting sanitary protection measures such as health monitoring, cleaning and disinfection, ventilation, and personal protection, various types of heavy all spots are open in order. In medium and high-risk areas, in addition to the above-mentioned health protection measures, business hours and personnel should be reduced.

Gathering; places with densely populated people and relatively confined spaces, such as theaters, song and dance halls (KTV), etc., should be closed.

4.2 Key units

In low-risk areas, under the premise of adopting sanitary protection measures such as strengthening internal control, cleaning and disinfection, ventilation and personal protection, each Key units of this category maintained normal operations. In medium and high-risk areas, in addition to the above-mentioned health protection measures, enterprises, government agencies and institutions Measures should be taken to reduce crowds, commute to and from get off work, avoid dine-in, etc.; special units such as elderly care

institutions, children's orphanages and prisons Measures such as fully enclosed management and video visits should be adopted.

5.1 Key places

5.1.1

Reserve anti-epidemic materials, formulate emergency work plans, set up emergency response areas, implement the main responsibility of the unit, and strengthen personnel training.

Establish a health monitoring system.

5.1.2

In low-risk areas, relatively confined spaces such as hotels, theaters, amusement halls, and Internet cafes (cafes), as well as traffic passenger terminals, etc.

Customers and staff who enter the premises undergo temperature testing, parks, shopping malls and supermarkets, tourist attractions, restaurants, banks, barber shops, etc.

There is no need to check the temperature of customers and staff entering the premises; medium and high-risk areas, the entrance of the premises for customers and staff Check the body temperature and enter only if the body temperature is normal.

5.1.3

Increasing the frequency of cleaning and disinfecting the surfaces of objects with high-frequency contact such as public equipment and facilities such as elevators and public toilets and door handles.

5.1.4

Keep the public area and office area clean and tidy, and clean up garbage in time.

5.1.5

Pay attention to personal hygiene, cover your mouth and nose with tissues or elbow arms when sneezing.

5.1.6

In medium and high-risk areas, the number of people entering the office should be strictly controlled, and staff should be arranged in separate and scattered seats, with conditions Measures such as home office and scattered office should be adopted.

5.1.7

In areas with medium and high risks, shopping malls and supermarkets, banks, agricultural markets and other life service establishments should shorten business hours and restrict people.

Number of employees.

5.1.8

In medium and high-risk areas, public transportation should take measures such as controlling the number of passengers and decentralized seating.

5.1.9

The sanitation management and sanitation quality of hotels, shopping malls and supermarkets, and public places such as public transportation should comply with GB 37487 and GB According to the requirements of 37488, the hygienic quality, hygienic evaluation and cleaning and disinfection of air conditioning and ventilation systems shall meet the requirements of WS 394, WS/T 395 and WS/T 396.

5.1.10

See Appendix A for the health protection requirements of key places.

5.2 Key units

5.2.1

Make a good reserve of epidemic prevention materials, formulate emergency work plans, implement the main responsibilities of the unit, and conduct health monitoring of the staff.

5.2.2

In low-risk areas, senior care institutions, children's welfare homes, schools, government agencies and institutions, etc. have the temperature of the staff is checked, and other units such as the community do not need to check the temperature of the staff and visitors who enter the unit;

In dangerous areas, the temperature of staff and visitors should be checked at the entrance of the unit.

5.2.3

Strengthen the ventilation of offices, canteens, dormitories and bathrooms, as well as the cleaning and disinfection of surfaces.

5.2.4

Staff should strengthen personal protection and hand hygiene.

5.2.5

In medium- and high-risk areas, enterprises, government agencies and institutions should adopt paperless office to reduce direct staff contact and collective gatherings.

Group activities, such as sports meets, parties and training sessions, adopt the wrong time for commuting, flexible working system or home office.