

## Security protocol for meetings of the Buddhist community

*This is a protocol that was suggested for discussion by the Dutch Buddhist Union in April 2020. You may find it useful as a guideline and can adapt it to your circumstances.*

### "Safe together"

There is no form that the safety protocol must meet, but there are four criteria on which the protocol will be assessed: distance, hygiene, protection, enforcement

### Ideas and suggestions:

#### **Distance**

- Clearly indicate at the entrance that the distance of one and a half meters per person also applies within the Centre.
- Indicate a route in the Centre, for example with ribbons or stripes on the floor, if possible only with one-way traffic, and with distance stripes at bottlenecks.
- Make a map of your Centre and determine how many people can be in the same room at the same time. Indicate this maximum clearly visible where you enter the space.
- Make a floor plan of the main room (s) where people gather, and draw a layout on it with each seat at least 1.5 meters away from the next. This applies to people who sit next to each other and people who sit behind each other.
- Make a permanent set-up and mark the places where you can and cannot sit.
- Make agreements about entering and leaving the room. For example, always do this in silence. Silence also ensures that you pay more attention to your environment and that you do not approach others too closely. Silence can also apply to the space where you enter the Centre.
- You can also agree to enter or leave the space in phases, for example per row of seats.
- If there is not enough room for all the people who want to attend a meeting, organize reruns at other times.
- Organize festive gatherings outside as much as possible, where there is enough space and fresh air. Have thought about tools to maintain an appropriate distance, such as ribbons and distance markers at queues.
- Greeting is limited to a nod or folding of the hands. One and a half meters away is the norm, no shaking hands and no hugging.

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## Hygiene

- In practice, cleaning is generally left to volunteers who do not receive clear instructions for this. Make sure that there is now a clear, unambiguous, recorded instruction for a thorough cleaning that takes place before each meeting.
- Encourage people who do not have to travel long to use the toilet at home.
- Make sure that people who come in immediately after taking off their jacket and shoes can wash their hands with soap and dry with paper towels.
- Make sure that there are enough disinfectants in the toilets, so that every visitor can disinfect the toilet after use. Place a visual instruction in the toilet to indicate which contact surfaces to disinfect. Think of toilet seat, pull-through button, soap pump, sink, taps and door handles.
- Provide plenty of soap pumps and paper towels, and sufficiently large waste bins without a lid for the used towels.
- Provide separate lockable waste bins for feminine hygiene products.
- Keep doors open as much as possible so that people don't have to touch the door or door handle.
- Ensure sufficient air circulation by opening windows and doors, so that the air does not get stuck but is refreshed.
- Singing together is not recommended, other than singing in silence with a sound recording.
- If there are speakers or presidents, a Plexiglas partition should be placed.
- Do not forget to disinfect all audio equipment, microphones, computers, keyboards and mice before and after every meeting.

## Protection

- Provide sufficient protective equipment for people who have an executive task. In any case, think of mouth masks and gloves.
- Think about thermometers at the entrance. There are non-invasive thermometers with disposable plastic spouts that measure the temperature through the ear. There are also infrared forehead thermometers. You do not have to make this mandatory for visitors, but you can use it for people who have an executive task and who are in contact with visitors.
- Bring a scarf so you don't have to touch a mat or cushion with your hands.

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- Make it clear that people with health or cold complaints should stay at home. This also applies to people who share a household with people with a cold, or with an established corona infection.
- If sneezing or coughing is necessary, always do this in the elbow. If in doubt about a cold, go home right away.

### **Enforcement**

- For each place where meetings are held, appoint one or more people for your organization who are responsible for organizing and maintaining the safety protocol.
- Make sure that at least 2 people (or 1 person per 10 participants) have the task at each meeting to check whether people are following the rules, including the distance of one and a half meters and the maximum number of people per room.
- Make sure that people can see who these enforcers are, for example with a badge.
- Ensure that instructions are clearly visible, as much as possible visually, and where necessary supported by texts in any relevant second or third language.
- Make sure that people register in advance and that only people who have registered in advance are admitted.
- People who register must indicate whether they use the contact app that is made available by the government (as soon as it becomes a permanent part of government regulations).
- People who deliberately do not follow the instructions are subsequently excluded from participating in the meetings.
- Ensure that people are informed in advance about the special measures, and also in the Centre with clear visual instructions at relevant places.