

## PROTOCOLE COVID-19

### Application in training

During this Covid period, it is essential to review and adapt our health security measures to ensure that our trainings take place in the best possible conditions.

Your safety is our priority. To this end, we have developed this manifest to remind everyone the measures to follow to ensure the smoothly running of the training.

**In this document, we will explain the Covid security measures implemented by OTHER SOLUTIONS Consulting, in collaboration with the training sites. We ask everyone to follow and respect these rules before, during and after the training, as well as government recommendations.**

These safety measures adhere to the national protocol put in place in response to the Covid-19 pandemic:

*Decree n°2020-545 of 11 May 2020 prescribing the general measures necessary to deal with the COVID-19 pandemic within the framework of the state of health emergency authorising the reception of the public for training establishments and apprentice training centres from 11 May, and the national protocol to ensure the health and safety of employees in companies in the face of the Covid-19 pandemic of 31 August 2020.*

**We wish to remind you that everyone's safety depends on everyone's responsible attitude!**

## Security measures

We kindly ask you to be aware of barriers gestures and the rules of physical distance. It is important to respect these gestures, which are part of a national health policy based on four general principles:

### 1. Maintaining physical distance.

→ *the respect of a minimum distance of one metre between each person avoids direct contact and respiratory and/or droplet contamination. It must be respected and applied in any context and anywhere. If this distance cannot be applied, renewed vigilance and wearing masks will be necessary (i.e. travelling in vehicles for simulations).*

### 2. Wearing the mask in an indoor or restricted space is mandatory.

→ *During your training, this refers to the time spent in the training rooms as well as in the vehicles during trips and simulations.*

### 3. Use hydroalcoholic gel.

→ *Even if hydroalcoholic gel will be provided on site, always carry, and use your personal one.*

**It is the participants' responsibility to come with their masks during the training.**

### 4. Application of barrier gestures.



Wash your hands regularly. Especially after exercises and other situations.



Cough/sneeze into your elbow or into a tissue.



Use a disposable handkerchief and dispose of it hygienically.



Greeting without shaking hands - avoid hugs and contact as much as possible.

### 5. Other PPE

- Disposable gloves (when applicable).

→ *Gloves will not be worn routinely. Gloves will only be used for specific actions and for short periods of time necessary for the completion of the training.*

*(According to the national protocol of the Ministry of Labour, Employment and Insertion, it is preferable to avoid wearing gloves for prolonged periods, as they themselves become vectors of transmission).*

- Inform OSC or the instructors in case of any beginning symptoms and do not attend the training if you do not feel well.

→ *If you feel any symptoms mentioned previously, please inform OSC or the instructors immediately.*

→ *Regardless of the type of symptoms, if you do not feel well do warn OSC or the instructors, and do not go on the site neither have physical contact with the rest of the participants.*

## Before the training:

### ❖ Individual responsibility

In addition to the health measures to be followed during the training, certain vigilance must be observed by all participants before and after the training.

#### Before the training:

- As the symptoms and incubation time differ from individuals, it is important to be vigilant in your actions and movements prior to the training. During the 15 days before the training starting day, we will ask you to remain careful and conscientious in your barrier gestures.
- It is mandatory to fill the sworn statement of absence of Covid-19 symptoms (Fever or chills, cough or worse than usual cough, unusual fatigue, unusual shortness of breath when I speak or during an activity, unusual muscle pain and/or stiffness, unexplained headaches, loss of taste or smell, unusual diarrhoea).
- We will also ask you to be aware about the warning symptoms of the virus and to contact us as soon as possible if you think you are sick.  
Remain assured that our trainers are also familiar with the symptoms and will remain vigilant.

### ❖ Safety measures taken by our trainers.

#### Arrival on the site:

- Once on site, our trainers will take your temperature.
- A signature register will be made available to you on your arrival, on which will appear the names and contact details of each participants and trainers. **It will be mandatory that you sign this register!** This will allow traceability after the training.

#### Preliminary recommendations in terms of health and human resources:

- A reminder time will be allocated to the general and specific health instructions of the establishment, as well as to the responsibility of everyone.

## During the training:

### ❖ Safety & Prevention Plan set up by our trainers.

#### The equipment:

- Hydroalcoholic gel will be available during the training.
- Disposable gloves will be distributed, if necessary, for practical exercise.
- Face masks will be available in case of loss or damage of the participants' masks.

#### During the training:

- Each morning, the participants will be subject to a temperature check during the training.
- The session will be held outdoors, where the barrier measures will remain applicable.

- The indoor work/training areas will be ventilated for a minimum of 15 minutes every three hours, during breaks, allowing participants to leave the room and get some fresh air.

## ❖ Safety measures to be observed during training.

Our trainers will make an informative point for the participants on the safety measures to be observed during the training.

- We ask participants to respect the regulation of physical distance.  
→ *observe a minimum distance of 1 metre between each person.*
- When travelling and simulating in a vehicle, this rule cannot always be respected. It will be replaced by the following:
  - Permanent vehicle ventilation (open windows mandatory).
  - Wearing the mask.
  - Disinfection of hands before and after the journey with hydroalcoholic gel.

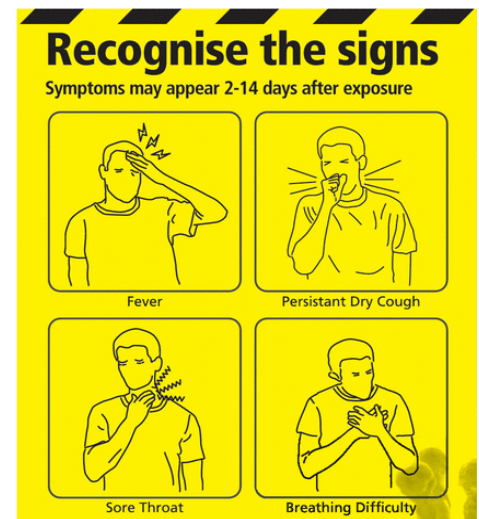
## After the training:

### ❖ Traceability

To ensure continuous safety, we ask our participants to remain vigilant during the fortnight following the training course in the event of symptoms.

If you feel symptomatic, or positive of the virus, we require you to contact our team **as soon as possible**, to inform them of the change in your health condition.

**This essential gesture will allow us to contact any other participants, trainers, and third parties who have been in contact with you, for prevention purposes.**



**Thank you.**  
**We look forward to seeing you for the training!**

Many thanks for your understanding.

**Covid Safe Training!**

Respecting and following this plan will allow us to ensure a normal and smooth training and will allow to teach you in the best way, and with complete safety!

Do not hesitate to contact us at: [contact@othersolutions.net](mailto:contact@othersolutions.net)