Guidelines for COVID-Safe Landscaping

National Parks Board
With input from the Landscape Industry Association of Singapore (LIAS)

Version 2.0. 18 May 2020
(i) **Safe Workplace**

a. Implement safe distancing measures among the different work crews
b. Use a mask when working
c. Cordon off work areas to prevent residents of estates from entering to minimise contact e.g. safety cones and red-white tape
d. Provide hand washing facilities with clean water and soap for regular washing of hands. If not available, provide hand sanitisers instead
e. Retail Nursery – follow the safe distancing measures for other retail establishments (align with ESG’s guidelines)
f. Company to provide list of their job sites during the CB period with proposed numbers of workers (foreign and local) for NParks approval
g. Reduce working hours e.g. no OT, Sat half-day, no Sun & PH, except for state-land, streetscape, highways/major roads and other emergencies authorised by NParks

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(ii) **Safe Meals**

a. Maintain at least one (1) metre separation during meals and break times

b. Wash or sanitise hands before meals and break times

c. No sharing of utensils, cutlery or water bottles

d. Cater individual meals so that workers do not need to visit community sites
(iii) **Safe Processes**

a. Set up a Business Continuity Plan (BCP) to prevent cross infection, i.e. separate Team A/Team B that will not interact at all times.

b. Maintain separate set of work equipment and vehicles for Team A/Team B

c. Deploy fleet management system for NParks to track movement of work crew and to monitor work on site.

d. No interaction with construction sector workers at all times
(iv) **Safe Transport**

a. Ensure workers are able to maintain a safe distance of 1 m from each other while seated at the back of the lorry or within the driver’s cab.

b. Mark out seating positions

c. Clean the lorries after each trip

d. Use a mask when travelling in lorries

e. Workers to be transported in work vehicles directly to/from work sites and accommodation only
(v) **Safe Workers**

a. Provide personal thermometers

b. Workers to take temperature twice daily, once in the morning before work and in the afternoon during work.

c. Maintain at least one (1) metre distance during work, briefings (e.g. toolbox, mustering, roll call) and meal/break time

d. Use masks outside of accommodation

e. Download and run TraceTogether app at all times
(vi) **Safe Accommodation**

a. Set up BCP plans e.g. separate accommodations for Team A and Team B

b. Within the workers’ accommodation, practise safe distancing in sleeping quarters and communal spaces

c. Track what time workers leave and return to accommodation (provide a window), use digital check-in/out application to track movements e.g. SafeEntry

d. If a team member feels unwell, send the individual for medical treatment, isolate the rest of the crew and await medical advice

e. Restrict movement outside of accommodation during rest periods unless approved, during CB period
Thank you