

Rakuten Fashion Week TOKYO

Rakuten

Novelle Coronavirus (COVID-19) Infection control manual

This is a manual to be shared by all brands participating in Rakuten Fashion Week TOKYO, along with all related persons.

Please observe each item thoroughly, according to the atmosphere of the venue in use.

In addition, if in case of using an Official venue (Shibuya Hikarie Hikarie Hall A, Omotesando Hills Space O), please be sure to confirm also the venue-use manual of each venue, prepared by JFW.

Please note, if/when a COVID-19 infected person(s) is discovered from an exhibitors' staffs/related persons/guests, there is a possibility that exhibitor's use of the venue will be cancelled thereafter, due to instructions from the public health care center.

Therefore, please plan for/execute an aggressive COVID-19 infection control.

Furthermore, if/when a COVID-19 infected person(s) is discovered, you will be obligated to handle the situation based on the contract.

April 28th, 2021

Japan Fashion Week Organization

For COVID-19 infection control

In preparation of COVID-19 infection control, JFWO has drawn up this infection control manual, based on the “formulation of basic management policy for COVID-19 infection control” issued by the Ministry of Health, Labour and Welfare, the “Tokyo prevention of COVID-19 infection expansion guideline 1st edition” issued by the Tokyo Metropolitan Government, drawn up on September 14th, 2020, the “Guideline on disease control of COVID-19 in fashion shows”, along with the facility rules of Hikarie Hall and Omotesando Hills. We ask that all exhibitors read this manual carefully to understand its contents thoroughly, and to please try to do their best in executing the event with infection control measures.

This manual may be revised as needed, depending upon social conditions, along with discussions with venues, etc.

For those executing shows with guests utilizing other venues, please be sure to confirm and observe the rules of each venue, along with consulting with venue management/local government of where the venue is located.

○ Basic approach in disease control/prevention of spread

From the finding of experts up to now, it has become known that the main routes of infection spread are through “infection by contact” and/or “infection by spray/aerosol (or micro-spray)”. Furthermore, it has become known that infectivity is strongest during subclinical/unaware states, namely 1 or 2 days prior to the onset of symptoms, and the importance of making countermeasures against clusters has been pointed out. Therefore, in executing fashion shows in which many guests gather, as measures for disease control and prevention of spread, we are placing principal objective on decreasing the risk of “infection by contact” and infection by spray/aerosol” as much as possible, inside the venue of course, but also around the venue, along with before/during/after the show, and if in case infection occurs, to be able to trace the infection route.

Brands planning to hold shows with guests at rented venues, in executing your show, we ask that you consult with venue management, along with related parties of the local government at which the venue is located and carry out disease control/prevention of spread measures as much as physically and economically possible. Measures must be made for brand staff along with production staff of course, but in addition, efforts must be made in enlightening guests by carefully explaining the disease control/prevention of spread measures being carried out before/during/after the event, and urge understanding towards “active participation” of such measures to guests.

Brands must make maximum effort in placing disease control/prevention of spread measures to any/all staff (hereinafter indicated as “Show Staff”) and persons related to the show, including models and other performers, not only during the show, but throughout prior meetings at the office and/or preparatory production processes, such as rehearsals, etc. Furthermore, please make sure the same proper efforts in disease control/prevention of spread measures are carried out at the office, studio, and in use of venues.

It is known that if/when the 3 conditions (so-called “3Cs”) of ① closed space (areas/rooms which are closed with little or minimum ventilation), ② crowded space (areas/rooms which are highly populated with a crowd of people), ③ close proximity (cases/scenes in which conversation or speaking takes place in a proximity close enough to touch one another) exist, the risk of infection spread, in other words, the risk of prompting “infection by contact” and “infection by spray/aerosol”, is especially high. This guideline aims at preventing infection to self, thereby preventing spread to others, by thoroughly avoiding such situations.

Based on the above, please make sure to make the following well known to both Show Staff and guests, share the “Basic Rules of Action” as a rule to be followed and carried out by all, and be sure to thoroughly execute disease control/prevention of spread measures. In drawing up plans for specific measures, please also refer to and include the guidelines of your venue.

“Basic Rules of Action” which should be shared among Show Staff and guests:

- Basic disease control: Measures against infection by contact and infection by spray/aerosol
 - Securing of physical distance, preferably 2 meters apart (at least 1 meter)
 - Avoid the “3Cs” (closed space/crowded space/close proximity)
 - Curtailment of contact opportunities
 - Avoid speaking in a loud voice or shouting/yelling
 - Absolute wearing of masks / carrying out of cough etiquette
 - Strict enforcement of washing hands / sterilization of hands and fingers
 - Management of body temperature (checking body temperature, health conditions)

1. Specific measures which should be carried out by Show Staff

All Show Staff, including staff related to the brand and those related to production, should take to heart that “a single mistake of one event could ruin the sense of security and/or sense of trust from society, thereby marking unsavory influences on events, the fashion industry, and society as a whole”, and therefore, every individual must stay alert in executing one’s job. If you feel ill at all, please rest. At the same time, it is necessary for brand staff and production staff to build an operation in which backup is possible if/when needed, in such case staff become absent due to feeling ill.

1-1. Disease control/prevention of spread for Show Staff

- Make every morning temperature taking of Show Staff mandatory, and if/when a person shows any of the below symptoms, make sure they are taken off duty.
 - Symptoms of fever, coughing, diarrhea, taste disorder, smell disorder, languor, shortness of breath, etc., one day prior to going on duty
 - Having been in close contact with a person infected with COVID-19, within the past 14 days
 - Living with or having friends showing symptoms suspicious of infection, within the past 14 days
 - Having been in close contact with a visitor and/or resident of a country/area the Japanese government is imposing immigration restrictions, country/area the Japanese is not restricting but has designated as need for observation upon entry, within the past 14 days
 - Testing positive for COVID-19 infection, and presently under medical instruction to stay home
- Except for cases in which expression is impaired and absolutely essential, as a rule, we are enforcing the absolute wearing of masks at all times, washing/sterilization of hands/fingers. If in case performers are unable to wear masks during their performance, we will enforce items indicated in “2-2 Maintaining of physical distance among Show Staff”, surely and to the letter.
- Making of a staff list, including information on emergency contact name/number, working schedule, is mandatory.
- The staff list must be kept for at least 3 weeks. In advance, each individual Show Staff must acknowledge/understand/agree to the information indicated on the list being submitted to public organizations, such as the Public Health Care Center, etc., if/when it becomes necessary.
- From the standpoint of protection of private information, the party drawing up the staff list (mainly the brand), must make ample effort in the safekeeping of the list (if/when it becomes known on a later date that an infected person was present at the venue, it is assumed that submission of the list to the Public Health Care Center, etc. will become necessary. Therefore, it is necessary to acquire understanding/consent from each individual person, in advance).
- Considering the infection situation of the area at which the event will be held, we recommend doubling protection for staff having possibilities of being in contact with people not wearing masks, by having them wear a face shield in addition to a mask.
- We recommend all staff installing the COVID-19 contact confirmation application COCOA and undergoing verification every time they enter the venue.

1-2. Maintaining of physical distance among Show Staff

- Limit the number of Show Staff to a bare minimum by having Show Staff carry out multiple duties and/or reinforcing other devices, so that a physical distance aimed at 2 meters (at least 1 meter) between staffs can be secured.
- If/when the securing of physical distance is difficult, other measures such as placing partitions, using face shields, etc., which have similar effects to maintaining physical distance must be taken.
- In effort to limit Show Staff to a bare minimum, devices such as reexamining operation processes, etc. need to be taken.
 - Establish ample time in preparations, rehearsals, removal, etc., in effort to prevent creating a crowded/close situation
 - Do not allow non-essential persons, such as observers, family/friends of staff, etc., to be present at the venue.
 - Execute ample disease control measures during preparatory production processes outside the venue, such as prior meetings at the office, model auditions at studios, rehearsals, etc.

1-3. Food and catering

- Catering style food serving is basically prohibited. If in case it is absolutely necessary, a style in which all food is covered to prevent surface infection must be taken, along with providing 1 serving worth at a time. Furthermore, drinks must be provided in 1 serving sized bottles/cans. Buffet style serving of food is prohibited.
- When eating, aim at securing a physical distance of preferably 2 meters (1 meter at least). If securing of physical distance is not possible, devise other measures such as appointing time slots and dividing into several groups, setting partitions, arranging seating so people do not sit facing each other, etc.
- Staff handling food must wash/sterilize hands/fingers prior to serving.
- Refrain from talking during meals. Conversation should take place after meals are finished, with masks on.

1-4. Disease control on the runway and on-stage

- For performers, aim at securing a physical distance of preferably 2 meters (1 meter at least), before, during, after the show. Furthermore, physical contact must be avoided.
- Due to danger of infection by spray/contact on/around the runway/stage, if performers are not wearing masks, production staff working near these areas should double protection by wearing a face shield over a mask, wash/sterilize hand/fingers before starting activities, and thoroughly sterilize tools, equipment, objects, surroundings (reference: Disinfection/sterilization of the Novel Coronavirus (Special page established by the Ministry of Health, Labour and Welfare, Ministry of Economy, Trade and Industry, and Consumer Affairs Agency) | https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/syoudoku_00001.html)

1-5. Hair/makeup and costume

- Models and hair/makeup staff must wash/sterilize hands/fingers before/after hair/makeup, and staff must aim at securing a physical distance of preferably 2 meters (1 meter at least) between each other. Furthermore, 1 set of hair/makeup tools for each performer. Do not reuse among individuals.
- Every hair/makeup staff must wear masks at all times (double protection with face shield when close contact is required).
- Before/after the dressing/taking off of costumes, both models and costume staff must wash/sterilize hands/fingers.

1-6. Stage set and artwork

- Stage set and artwork staff shall not share use of tools.
- Be sure to execute frequent washing/sterilization of hands/fingers, and sterilization of tools, objects, surroundings, both before/after activities.

1-7. Bathroom

- Please indicate to always flush toilette with the toilette seat cover closed.
- Use paper towels or prepare towels for each individual. Hand dryers may not be used.
- Places/items with the possibility of being frequently touched by many and unspecified people, such as doorknobs, must be sterilized periodically.
- Hands must be washed thoroughly with soap after use of toilette.

1-8. Ventilation

- In using a venue, “30 square meters/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare)” of both venue guest area and all backrooms/waiting rooms within the venue, must be confirmed with venue management in advance.
- Through consultation with venue management prior to the event, lay down ventilation rules for each area/room to secure ventilation of “over 30 square meters/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare), and strictly execute these rules periodically during use of the venue.
- At all times, including during the show, after interviews, etc., keep open all doors, windows, openings as much as possible, to actively continue ventilation.
- Backstage (fitting rooms, hair/makeup rooms, etc.), guest waiting rooms, staff rooms must also be ventilated continuously at all times.
- In areas where the above ventilation ability cannot be secured, limit number of people able to be present.

1-9. Clean up/discarding of trash

- Staff taking care of cleaning up and/or discarding trash must wear masks and gloves at all times, along with periodical changing of gloves as necessary.
- Hands/fingers must be thoroughly washed/sterilized both before/after each activity.

1-10. Measures to be taken if/when a possible infection case arises

In addition to adjusting with disease control guidelines laid down by the venue at which the show is being held, please plan and prepare to execute the following measures as much as possible.

For staffs dealing with such situations, wearing masks, plastic apron, face shield and gloves is absolutely mandatory. While wearing such protective gear, try not to touch surrounding objects unnecessarily. Once finished, take off the protective gear in the specified order, discard in a specified trash box, and thoroughly sterilize hand/fingers.

- A. Steps to be taken by Show Staff (all staff) when a possible infection case arises within the venue
- Prior to the event, together with venue management, contact the nearest local Public Health Care Center and Coronavirus Support Center to confirm who/where to contact if such cases arise or guests with flu-like symptoms come to the venue, and confirm conveyance procedures (in case it becomes necessary).
 - If/when cases arise, handle in the following procedure.
 - ① Put mask on the possible infected person.
 - ② guide possible infected person to a private room or space segregated by partitions, etc., secured in advance, and designated as “designated entry only (room/space with good ventilation recommended)”.
 - ③ wait for further instruction.

As specified above, contact the nearest local Public Health Care Center through venue management, and wait for instructions.

Cooperate to the Health Care Center’s oral survey and submit necessary information.

- B. If/when a case of possible infection arises among Show Staff
- It is essential to promptly put the person in question in isolation and avoid contact with others as much as possible. Promptly contact the Public Health Care Center for instructions and cooperate to theirs and other official channel's oral surveys to provide necessary information. Following instructions of the Public Health Care Center, the staff in question must be made to return home promptly if necessary and made to stay home.
 - If it becomes necessary for a staff to rest at home due to symptoms such as fever, their condition must be checked/confirmed daily, and if necessary, tested for COVID-19. Even if the test result is negative, we recommend that the staff in question not be allowed to participate for over 48 hours after the symptoms have subsided.
- C. If/when guests shows symptoms of possible infection
- Promptly guide possible infected guest to a private room/space segregated by partitions, etc. secured in advance, designated as "designated entry only (room/space with good ventilation recommended), and have them avoid contact with others as much as possible. (In cooperation with venue management) Contact the nearest local Public Health Care Center and/or Coronavirus Support Center and follow instructions.

1-11. Making widely known/understood

- Please make the following widely known and understood by all Show Staff.
 - Thorough execution of cough etiquette, wearing masks, washing/sterilization of hands/fingers
 - Thorough securing of physical distance (preferably 2 meters, 1 meter at least)
 - Recommend downloading/installing of COCOA, the COVID-19 contact confirmation application

2. Specific measures to be taken in use of venue/setting up, etc.

In choosing a venue, we recommend choosing an establishment clearly indicating/executing specific disease control measures and has acquired a "Declaration of thorough disease control sticker", prescribed by the local government of where the establishment is located. Furthermore, please try to choose a venue with ample space, able to secure a preferably 2 meters (1 meter at least) physical distance among guests.

2-1. Basic items

- Set up alcohol sterilizations at staff entrances and backstage (fitting room, hair/makeup room, etc.) to promote hand/finger sterilization.
- Items/objects/fixtures/equipment with a high probability of being touched by Show Staff, such as doorknobs, handrails, etc., must be sterilized frequently.
- Choose/limit the staff handling equipment/fixtures/tools/etc., to avoid shared use by an unknown number of people.
- Under the instructions of venue management, draw up/execute ventilation rules, and confirm rules are being followed properly.
- Backstage (fitting room, hair/makeup room, etc.), waiting rooms staff rooms must also be continuously ventilated at all times, and items/objects/fixtures such as doorknobs, chairs, etc. with high possibility of being touched, must be sterilized periodically.

2-2. Securing of physical distance between guests and performers (prevention of infection by spray and/or infection by contact)

- The distance between the runway/stage and guest seating must be preferably 2 meters (1 meter at least).

In large scale venues such as arenas, domes, in addition to the distance between guest seating and runway/stage, a safe physical distance between guests in traffic within the venue (including difference of elevation between the stage) must be secured.

2-3. Handling of standing at guest seating areas

- In view of present infection situations, from the standpoint of prevention of infection by contact and/or spray among guests, avoid full standing in guest seating areas, set marks within the standing space, thereby fixing position of guests.
- In operating of standing areas, it must be decided considering the infection situation of where the venue is located, along with consultations with each local government and other related local authorities.

2-4. Handling of ventilation of the venue

- In using a venue, “30 square meters/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare)” of both venue guest areas and all backrooms/waiting rooms within the venue, must be confirmed with venue management in advance.
- Through consultation with venue management, prior to the event, draw up ventilation rules for each area/room to secure ventilation of “over 30 square meters/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare)”, and strictly execute the ventilation rule periodically during use of the venue.
- Thoroughly consider the ventilation ability of the venue’s facilities in addition to consultations with venue management, and if necessary, raise ventilation effect of the venue by additionally arranging for and setting up ventilation equipment/tools, such as large-scale fans, circulators, etc. In such case, it is more effective to arrange large-scale fans/circulators to face opened doors and/or windows, blowing wind in one direction.
- The aim is to “secure a 30 square meter/person/time ventilation ability (building ventilation standard recommended by the Ministry of Health, Labour and Welfare)”.
- Based on the venue’s standard facility and function, along with considering guest reactions, etc. towards the show’s contents/style/form, and consultation with venue management, openings such as doors, etc. should be kept open during intervals.

2-5. Waiting line inside and outside the venue

- In situations in which waiting lines are necessary (entrance/exit, waiting to use the bathroom, etc.), try to lay down footmarks or some kind of marker to indicate standing positions so that guests can stand in line with secured physical distance (preferably 2 meters apart, 1 meter at least).
- In situations/areas where face-to-face correspondence of guests is required, establish preventive measures against infection by spray, such as setting up acrylic boards and/or transparent vinyl curtains, etc.

(Note) If/when utilizing transparent vinyl curtains for protection against infection by spray, please take notice of the following points, in view of fire prevention.

- (1) Basically, do not place near facilities/equipment using fire or incandescent lamps, etc. However, if it is necessary to place near such facilities/equipment from a disease control standpoint, use nonflammable materials (fireproof, incombustible, fire-resistant goods, etc.)
 - (2) If made of the same material, from a fire prevention standpoint, board forms are more advisable than thin film forms.
 - (3) If you have questions or unclear on something, consult the local fire station.
- If/when baggage inspection is necessary, confirm only by sight. If staff touch guest’s belongings, always wash/sterilize hands/fingers immediately afterwards.

3. Specific measures to be taken by Show Staff with regards to show content

- Guest participation style production is prohibited.
- (Carefully considering the venue atmosphere) Please be sure to secure ample intervals for guests, to execute ventilation. During intervals, take notice of the following points.
 - Make known that masks must be worn at all times, guests must secure a physical distance of preferably 2 meters (1 meter at least) at the lobby and/or foyer, along with trying to avoid conversations with one another as much as possible.
 - Establish ample time for intervals and make known to differentiate time so that guests do not use bathrooms, lobby, foyer all at the same time, thereby avoiding crowds.
 - Make known to avoid shouting or loud voicing such as bravo, and limit to clapping.
- Consider having announcements made by performers also, to spread knowledge/understanding of the “Basic Rules of Action” to guests.

4. Specific measures to be made for guests

Following the conditions specified by the government concerning stepwisely relaxing restrictions on events, please limit the number of guests to either under 5,000 people, or 50% of the venue’s legal capacity. Basically, we urge taking digital measures. Below is an (example) of a specific measure which can be taken.

- ① When transmitting invitations
- ② Confirming at the entrance on the day of the event (basically web registration. Hand-written registration accepted)

4-1. Prior submission of a self-assessment form (written acknowledgement) (example):

Prior to transmission of invitations/digital invitations/posting of invitations

- Have guests confirm/pledge and/or assent to the following articles, prior to coming to the venue
 - Registration of personal attribute (name, birthdate, address, contact number)
 - Pledge they have not tested positive for COVID-19, nor are they presently under instruction from a physician to stay home
 - Will bring a mask and wear it at all times during the show
 - In view of infection situations of the areas at which the show is being held, if/when requested/handed by Show Staff, will agree to wear a face shield in addition to a mask
 - Consent to the possibility of having contents of self-assessment submitted to authorities such as the Public Health Care Center, if/when it is found out later that an infected person was present at the venue
 - Consent to the policy that digital invitations/tickets will be sent only to those guests submitting a self-assessment assenting to the above contents
 - Consent to install the COVID-19 contact confirmation application (COCOA), prior to coming to the event, and operating the application before/after the show

4-2. Submission of a self-assessment (Web registration) on the day of the show (example)

- If/when all the following articles (examples) apply, the guest may enter the venue.
 - Has not been in close contact with a visitor and/or resident from a country/area the Japanese government is imposing immigration restrictions, or country/area the Japanese government is not restricting but designated as need for observation upon entry, within the past 14 days
 - Took their temperature that day, before coming to the venue, and had no fever (consider executing a temperature check by thermometer at the entrance)
 - Does not have symptoms of fever, cough, diarrhea, taste disorder, smell disorder, languor, shortness of breath, etc.
 - Has not been in contact with a person testing positive for COVID-19
 - No family member living in the same residence or close acquaintance showing possibility of infection
 - Has not tested positive for COVID-19, nor is presently under instruction from a physician to stay home
 - Has brought a mask and will wear it at all times during the show (note) Make mask wearing mandatory, and if/when a guest does not bring or have a mask, refuse entry or hand out from host
 - In view of infection situations of the area at which the show is being held, if/when requested or handed by Show Staff, will consent to wearing a face shield in addition to a mask
 - As in the case of generally prohibited acts, consent to being asked to leave if/when they do not follow staff instructions
 - Has come to the venue with the COVID-19 contact confirmation application (COCOA) already installed, and in operational status
 - Will register the names/contact numbers of all persons participating on the day of the event
 - Consent to having registered information submitted to local government and/or Public Health Care Center if requested, if/when a person testing positive arises, etc.

4-3. Prohibited acts within the venue

- In addition to generally prohibited acts (those which annoy other guests, etc.), make known in advance that, if in case guests do not follow staff instructions pertaining to disease control and/or prevention of infection spread inside/outside the venue, there is a possibility the guest will be asked to leave.
- Acts in question (proposal): Loud voicing, moving between seats, etc.

4-4. Executing time-difference entry/exit (prior announcement article)

- [At entry] Announce in advance, for guests to plan for ample time to enter.
- [To exit] The show host shall execute a regulated exit, by appointing seat blocks and guiding guests out by seat rows, thereby securing physical distance among guests during the move. Announce and explain the operation to be heard throughout the whole venue, and physically execute the guiding to the exit by staff (as mentioned earlier, exit guests by seating blocks, and place staff along the line of movement).

4-5. Reporting of infected persons (person testing positive)

- If/when contacted from local government and/or Public Health Care Center after the show to this regard, promptly submit all self-assessments of both guests and staff as information.
- If/when you find out an infected person (person testing positive) is/was present at the venue on the day of the event, you must promptly report so.

4-6. Cooperation request articles for disease control/sanitation

- The wearing of masks.
- Frequent sterilization of hands/fingers, starting at entry.
- Do not touch venue facilities/equipment, as much as possible.
- Securing/maintaining of physical distance among guests and/or Show Staff.
- Voluntary refraining from conversation at the lobby, foyer, while sitting down and eating.

5. JFW's method of deciding on whether to execute the event or not ~ regarding the cooperative consultation structure with local authorities

Whether or not a show can be held will be decided upon through risk assessment of infection situations of the area at which the show will be held, by negotiations/consultations between local government and the JFW secretariat. Therefore, building a cooperative consultation structure between the local social structure of the area at which the show will be held (local government, social health authorities, venue management, etc.), is essential.

- Articles which should be considered (risk assessment): Decide in totality, considering the situations of the following
 - Infection situation of the area the venue is located (surrounding areas of the venue ~ prefecture of the venue ~ region of the venue ~ Japan as a whole)
 - Situation of the local medical system
 - Situation of transportation of guests to the venue
(note) If/when the venue is located at a place which requires staying overnight, we recommend you choose a facility actively taking disease control measures.
 - Reporting and transportation system of infected person, if/when such situation arises among Show Staff and/or guests
→ Sharing of the decision-making process of whether or not a show shall be held (including the day of the event)
- In the end, the event host will make the decision, based on discussions/consultations among all related parties, including local government authorities.
 - Related parties:
Local government (metropolis and districts, municipalities) of venue location (area where the venue is located), local health authorities, local police/fire authorities, venue management, show hos/show performers (companies/organizations performers belong to)
 - Cooperative structure among related parties:
Because infection situations change by the minute, periodical conferences with related parties should be held.

End

Reference material

Example of practicing “New Lifestyle” (cited from the Ministry of Health, Labour and Welfare HP)

「新しい生活様式」の実践例

(1) 一人ひとりの基本的感染対策

感染防止の3つの基本：①身体的距離の確保、②マスクの着用、③手洗い

- 人との間隔は、できるだけ2m（最低1m）空ける。
- 会話をする際は、可能な限り真正面を避ける。
- 外出時や屋内でも会話をするとき、人との間隔が十分とれない場合は、症状がなくてもマスクを着用する。ただし、夏場は、熱中症に十分注意する。
- 家に帰ったらまず手や顔を洗う。
- 人混みの多い場所に行った後は、できるだけすぐに着替える、シャワーを浴びる。
- 手洗いは30秒程度かけて水と石けんで丁寧に洗う（手指消毒薬の使用も可）。

※ 高齢者や持病のあるような重症化リスクの高い人と会う際には、体調管理をより厳重にする。

移動に関する感染対策

- 感染が流行している地域からの移動、感染が流行している地域への移動は控える。
- 発症したときのため、誰とどこで会ったかをメモにする。接触確認アプリの活用も。
- 地域の感染状況に注意する。

(2) 日常生活を営む上での基本的生活様式

- まめに手洗い・手指消毒 咳エチケットの徹底
- こまめに換気（エアコン併用で室温を28℃以下に） 身体的距離の確保
- 「3密」の回避（密集、密接、密閉）
- 一人ひとりの健康状態に応じた運動や食事、禁煙等、適切な生活習慣の理解・実行
- 毎朝の体温測定、健康チェック。発熱又は風邪の症状がある場合はムリせず自宅で療養



(3) 日常生活の各場面別の生活様式

買い物

- 通販も利用
- 1人または少人数ですいた時間に
- 電子決済の利用
- 計画をたてて素早く済ませ
- サンプルなど展示品への接触は控えめに
- レジに並ぶときは、前後にスペース

公共交通機関の利用

- 会話は控えめに
- 混んでいる時間帯は避けて
- 徒歩や自転車利用も併用する

娯楽、スポーツ等

- 公園はすいた時間、場所を選ぶ
- 筋トレやヨガは、十分に人との間隔を
もしくは自宅で動画を活用
- ジョギングは少人数で
- すれ違うときは距離をとるマナー
- 予約制を利用してゆったりと
- 狭い部屋での長居は無用
- 歌や応援は、十分な距離かオンライン

食事

- 持ち帰りや出前、デリバリーも
- 屋外空間で気持ちよく
- 大皿は避けて、料理は個々に
- 対面ではなく横並びで座ろう
- 料理に集中、おしゃべりは控えめに
- お酌、グラスやお猪口の回し飲みは避けて

イベント等への参加

- 接触確認アプリの活用を
- 発熱や風邪の症状がある場合は参加しない

(4) 働き方の新しいスタイル

- テレワークやローテーション勤務 時差通勤でゆったりと オフィスはひろびろと
- 会議はオンライン 対面での打合せは換気とマスク

※ 業種ごとの感染拡大予防ガイドラインは、関係団体が別途作成

- Examples of oral and board announcements inside and outside the venue

(cited from the Ministry of Health, Labour and Welfare HP)

感染症対策

へのご協力をお願いします

新型コロナウイルスを含む感染症対策の基本は、「手洗い」や「マスクの着用を含む咳エチケット」です。

①手洗い 正しい手の洗い方

手洗いの要領
・爪は短く切っておきましょう
・時計や指輪は外しておきましょう

- 流水でよく手をぬらした後、石けんをつけ、手のひらをよくこすります。
- 手の甲をのぼすようにこすります。
- 指先・爪の間を念入りこすります。
- 指の間を洗います。
- 親指と手のひらをねじり洗います。
- 手首も忘れずに洗います。

石けんで洗い終わったら、十分に水で洗い、清潔なタオルやペーパータオルでよく拭き取って乾かします。

②咳エチケット 3つの咳エチケット

電車や職場、学校など人が集まるところでやろう

マスクが
1. 鼻と口を覆う
2. ティッシュ・ハンカチで口・鼻を覆う
3. とっさの時袖で口・鼻を覆う

何もしずに咳やくしゃみをする

正しいマスクの着用

- 鼻と口の両方を確実に覆う
- ゴムひもを耳にかける
- 隙間がないよう鼻まで覆う

咳やくしゃみを手でおさえる

首相官邸 Prime Minister's Office of Japan

 厚生労働省

新型コロナウイルスの集団発生防止にご協力をおねがいします

3つの「密」を避けましょう!

**①換気の悪い
密閉空間**

**②多数が集まる
密集場所**

**③間近で会話や発声をする
密接場面**

新型コロナウイルスへの対策として、クラスター(集団)の発生を防止することが重要です。日頃の生活の中で3つの「密」が重ならないよう工夫しましょう。

3つの条件がそろう場所が
クラスター(集団)発生の
リスクが高い!

※3つの条件のほか、**共同で使う物品**には消毒などを行ってください。

首相官邸

 厚生労働省

新型コロナウイルスの感染拡大防止にご協力をおねがいします

「密閉」「密集」「密接」しない!

●「ゼロ密」を目指しましょう。屋外でも、密集・密接には、要注意!

他の人と
十分な距離を取る!

2メートル

窓やドアを開け
こまめに換気を!

屋外でも密集するような
運動は避けましょう!
少人数の散歩や
ジョギングなどは大丈夫

飲食店でも距離を取りましょう!
・多人数での会食は避ける
・間と一つ隔ばしに座る
・互い遠いに座る

会話をするときには
マスクをつけましょう!

5分間の会話は
1回の咳と同じ

電車やエレベーターでは
会話を慎みましょう!

首相官邸

 厚生労働省

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