



LINCOLN LEGAL SERVICES (MYANMAR) LIMITED

CONVENIENCE TRANSLATION - ACCURACY NOT GUARANTEED

Items to be arranged at factories, shops and establishments

19th April 2020

- Make arrangements so that workers having shown symptoms of COVID-19 get treatment.
- Concerning the transportation of workers -
 - Make arrangements for sufficient ferries;
 - provide hand sanitizers, tissues and masks.
- At the entrance of the workplace -
 - Ensure a 6 feet distance among and between workers coming to or leaving the workplace;
 - arrange non-touch thermometers or thermal scanners
 - avoid attendance reporting by signature or fingerprint scanners; instead, use supervisor to count the employees.
- Provide masks and gloves for workers.
- Make a list of workers in attendance and collect addresses and phone numbers that can be contacted at any time.
- At the entrance of the workplace, inside the workplace, inside the dining room, inside the rest areas, inside the washrooms –
 - Provide a hand washing place (if possible, operable by foot), soap, water, hand sanitizer and tissues;
 - affix posters demonstrating systematic hand washing;
 - arrange for good ventilation at the workplace.
- Ensure 6 feet distance between and among the workers.
- Sanitize materials and equipment in daily use by the workers.
- Prepare a list of workers under treatment and a list of employees entitled to social security benefits; provide the lists to the Ministry of Health and Sports upon request.



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- Make arrangements for reporting if a family member of a worker has shown any symptoms.

Ministry of Health and Sports

About Lincoln Legal Services (Myanmar) Limited

Lincoln Legal Services (Myanmar) Limited provides the full range of legal and tax advisory and compliance work required by investors. We pride ourselves in offering result-oriented work, high dependability and a fast response time at very competitive prices. Please do not hesitate to contact us:

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