

## Totally Secure & Contactless Training In-Company with social distancing measures

Date: December 1<sup>st</sup>, 2020

Social distancing is crucial to everybody's health as long as no vaccination or effective treatment for the corona virus has been found. Wearing a mouth/nose mask is mandatory while moving around the property. Inprevo has adapted its programs to keep training with the 1,5 meter social distancing measures. In the implementation of In-company Emergency Response training, we expect our clients to follow the guidelines of the RIVM in order to guarantee a safe environment in which their emergency response officers can keep their skills up-to-date. In addition, we have taken certain measures to ensure the safety of your training at your own venue.

### Invitation

After registration, participants will receive a revised invitation to inform them of all preventive measures. We expect all participants to comply with the following guidelines:

- Stay home if you experience a cold, a runny nose, sneezing, a sore throat, coughing and a temperature (from 38 degrees onwards).
- Stay home if somebody in your household has a fever or experiences shortness of breath.
- Always keep a social distance of 1, 5 meter from another person.
- Make sure that you are fit and well.
- **The use of a mouth/nose mask is mandatory while moving around the location, when you are seated the mouth/nose mask can be removed.**
- Should you need to cough or sneeze, please do so in your elbow to safeguard your environment.
- Wash your hands regularly and thoroughly with water and soap or use hand gel.
- Follow the instructions of the Inprevo staff.

Participants who do not respect the guidelines will not be allowed to attend the training.

Should the venue offer insufficient measures or be insufficiently adapted to permit training within the 1,5 meter social distancing, the trainer will consult and decide whether the training can take place. If the conclusion is that the training cannot take place, Inprevo will invoice the total price.

### Health check

Prior to the start of the training, our trainer will carry out a health check related to coughing, sneezing, cold symptoms, fever and will ask if everybody is fit and well to attend the training. The trainer will also provide information on the safety measures in place and all other corona safety guidelines related to the training.

### Safety measures (general)

- **Routes and pictograms:**  
Your venue needs to be provided with routes with clear lines and pictograms to constantly remind participants to respect the 1,5 meter distance from each other. Obstacles in the pathways have been removed.
- **Lunch:**  
For a full day training, we advise you to organize individual packed lunches for the participants and the Inprevo trainer.
- **Hygiene:**  
You need to make sure that the training area is thoroughly clean so that the training can safely take place (classroom, toilets, lunch area). We expect to find sufficient supplies of disinfectant gel and/or cleaning wipes at strategic points (classroom, toilets, lunch area and practice equipment). Participants will be asked to wash their hands at regular intervals before, during and after the training.
- **Mouth/Nose mask or Faceshield**  
**Bring your own mouth/nose mask, the use of it is mandatory during the training while moving around the location, when you are seated the mouth/nose mask can be removed.**
- **Disposable gloves:**  
Whenever necessary, disposable gloves will be provided by Inprevo and immediately thrown away after the exercise.
- **Instruction/staff:**  
The Inprevo staff has been fully briefed on the implementation of this protocol and will address participants who display undesirable behavior or do not respect the rules.

### Safety measures (on group size):

The maximum size of the group when training at your own venue depends on the size of the room and the flexibility with which it can be organized for the practical exercises.

For this purpose, we use the following rules:

- If there are no room dividers for the participants, please use the table below to determine the size of the group; we have taken the trainer into account in the square meter calculation.
- We reckon the following maximum group size in-company:
  - ✓ Emergency response training /refresher training: maximum 15 participants per group
  - ✓ First Aid training /refresher training: maximum 12 participants per group.
- Tables and chairs need to be movable at an appropriate distance of 1,5 meter.
- It must be possible to set the tables and chairs aside/along the walls to create enough floor space for the practical exercises.

Number of participants	Minimum number of m2 in classroom
6 participants (minimum number)	36 m2
7 participants	42 m2
8 participants	48 m2
9 participants	54 m2
10 participants	60 m2
11 participants	66 m2
12 participants	72 m2
13 participants	78 m2
14 participants	84 m2
15 participants	90 m2

### Safety measures training contents

- **Casualties:**  
A casualty (Lotus) will only be part of the training to respect the prerequisites of the Orange Cross. We have stopped working with casualties for all other training to avoid direct physical contact.
- **Bandage practice:**  
Each participant is provided with his/her individual package of bandages to be disposed of at the end of the training. Participants no longer practice the application of bandages on each other but on themselves (thigh or calf) or on a dummy.
- **Choking/suffocation:**  
The participant can practice on a dummy equipped with an Actfast system. The use of disposable gloves is mandatory for this exercise. Inprevo will provide these.
- **Recovery position/ turning the casualty over:**  
Our choice of presentation is verbal instruction from the trainer whereby the participants do not need to come in direct contact with each other.
- **Rautek technique:**  
This technique will be practiced on a dummy which will be disinfected after each use.
- **C.P.R.:**  
Our trainer will bring several dummies so that all participants can practice the C.P.R.. Each participant is given his/her own face shield and lungs for the dummy. The chest and face of the dummy will be disinfected after each practice and the lungs will be replaced. During a basis training, half the group will perform the CPR and the other half will explain procedures, after which groups will switch. In refresher courses, half of the group will perform the CPR and the other half will follow a practical carousel, after which the groups will switch.
- **Evacuation drill:**  
Evacuation drills will be implemented by three people and one person will be the supervisor. The other participants will observe and record remotely, after which the groups will switch. After each practice, the door handles will be disinfected. If it is impossible to organize a real evacuation drill of your venue, the trainer will implement this part of the training as a table-top exercise.

- **Practice with fire extinguishers:**

The various types of fires will be extinguished with the appropriate types of fire extinguishers. The handle of the fire extinguisher will be disinfected after each use. You need to organize an outdoor and cordoned-off area which covers a minimum of 4 consecutive parking spaces.

**Certification**

Thanks to the above-mentioned safety measures, we are able to deliver full diplomas and certificates conform to the guidelines of the certification bodies.

Thanks to the consequent and correct implementation of this protocol by everybody, we are confident that the training that you have booked can take place in a totally secure and contactless manner.

**As a result of this protocol, should you have any further questions, please feel free to call (088-61 61 400) or mail ([info@inprevo.nl](mailto:info@inprevo.nl)).**