

Detailed Guidelines for Social Distancing (Draft)

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Countermeasures Headquarters
(CDSCH)

This guideline is based on the opinions of the relevant ministries. This is a “draft for collecting opinions” prepared by Central Disaster Management Headquarters and Korea Centers for Disease Control & Prevention. This document will be finalized by collecting opinions from the general public, field experts, and relevant ministries.

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I. WORK ACTIVITIES

1-1. Workplace

1. Workers

- 1) Rest at home if you are sick
 - Check fever (over 37.5 °C (99.5 degrees Fahrenheit)) and respiratory symptoms (cough, sore throat, etc.)
 - Do not report to work if fever or respiratory symptoms exist or you have traveled overseas for business or personal reasons within the past 14 days. People should work from home or take family leaves, annual leaves, or sick leaves, etc.
 - If symptoms occur while working, inform the employer and leave the office after wearing a mask
 - Utilize flexible work schedule (work from home, hourly commuting, etc.) and vacation (family leave, annual leave, sick leave, etc.)
- 2) Practice safe distance
 - Utilize online or video education as much as possible for workshops, education, or training, etc. Enforce personal hygiene for any face to face meetings.
 - Keep a distance of recommended 2m (1m minimum) from colleagues
 - Refrain from spitting droplets in the workplace
 - In a cafeteria, sit in a line or in a zigzag fashion. Cover mouth when talking or otherwise refrain from conversation
- 3) Provide ventilation and disinfection
 - Periodically disinfect places where hands are frequently touched (table, keyboard, mouse, phone, etc.)
 - Provide proper ventilation for offices, workshops, etc.
- 4) Wash hands frequently and thoroughly and follow cough etiquette
 - Wash hands (use hand sanitizer), comply cough etiquette, and do not touch face with unwashed hands
 - Avoid physical contact such as hand shaking
 - Use personal tea cups, teaspoons, and personal items
- 5) Keep hearts close while maintaining a physical distance apart
 - Avoid small gatherings, club activities, and dinners. Return home early after work
 - Do not use the public rest area, etc.

2. Business Owners

1) Rest at home if you are sick

- Check daily a body temperature by using a non-contact thermometer or thermal imaging camera
- Do not report to work if fever or respiratory symptoms exist or have traveled overseas for business or personal reasons within the past 14 days. People should work from home or take family leaves, annual leaves, or sick leaves, etc.
- Immediately discharge workers with symptoms while at work
- Create an atmosphere where flexible working hours and vacations can be freely used and eliminate any disadvantages to workers

2) Keep a sufficient distance

- Minimize domestic and foreign business trips as much as possible
- Utilize online or video education as much as possible for workshops, education, or training, etc. Enforce personal hygiene for any face to face meetings
- Keep recommended 2m (1m minimum) from colleagues by adjusting the position and orientation of monitor, desk, and workbench or by using free space
- Refrain from spitting droplets in the workplace
- Install transparent dividers between the cafeteria seats or make workers sit in a row or in a zigzag fashion whenever possible

3) Provide ventilation and disinfection

- Provide personal cleaning and disinfecting supplies
- Ventilate at least twice a day considering area and personnel of the office and workplace

4) Wash hands frequently and thoroughly and follow coughing etiquette

- Post, announce, or educate hygiene management measures such as hand washing (hand sanitizer) and cough etiquette
- Provide or assist in purchasing masks and hygiene products according to the workplace

5) Keep hearts close while maintaining a physical distance apart

- Minimize small gatherings, club activities, and dinners, and foster a culture to return home early after work
- Provide guidance to not be in break rooms with multiple people
- Prepare a convenient meeting room that can accommodate frequent visitors in accordance to workplace situation

- 6) The employer designates a dedicated department (dedicated person(s)) in charge of quarantine
 - Establish a quarantine cooperation system, such as designating a quarantine manager and securing a network of contacts with a local health department
 - If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
 - A quarantine manager should prepare a quarantine guideline considering a risk of sealed containment, density, and how work is performed

1-2. Conference

- 1) General principles
 - Use video and telephone conferencing as much as possible
 - Improve work environment to enable video and telephone conferencing
 - Secure a large space for ease of ventilation and wide spaces between participants for face-to-face meetings
 - Shorten meeting time by minimizing the number of participants and proceeding in an efficient manner
- 2) Following are to be observed for any face-to-face meetings
 - Advise participants to not join the meeting if they display fever, respiratory symptoms (throat pain, sore throat, cough, dyspnea, fatigue, headache, muscle pain, etc.), or if they have traveled abroad within 14 days in advance to the meeting
 - Check host or moderator for any fever and respiratory symptoms before the meeting. Prevent them from attending the meeting if symptoms are found
 - Avoid physical contact such as shaking hands before and after the meeting
 - Keep hand sanitizers in the meeting rooms so attendees can use them frequently
 - Use a large space with ease of ventilation for the meeting and ventilate before the meeting starts
 - Take a break after 1 hour of meeting and open doors and windows of the room for ventilation
 - Keep 2m of distance between attendees with minimum of 1m if space is limited
 - For inevitable face to face meetings with inability to maintain a distance of 1m to 2m and ventilate in 1 hour intervals, all attendees shall wear masks even when speaking

II. PERSONAL ACTIVITIES

1-1. Public Transportation

- Avoid using transportation if you have fever or respiratory symptoms or have traveled abroad within the last 14 days. If transportation must be used for essential reasons such as visiting a hospital, you should wear a mask
- People in the high-risk category (pregnant women, 65 years of age, chronic patients, etc.) should avoid using transportation
- When using public transportation, wear a mask as much as possible and follow cough etiquette
- If possible, make a reservation with an open seat between each other for public transportation such as trains and express buses
- Keep a distance of 2m (minimum of 1m) away from others
- Wear a mask if it is difficult to keep a distance of 2m (minimum of 1m) from others due to crowdedness
- Avoid spitting droplets (speaking loudly, shouting) or any unnecessary conversations and calls in train cabins, vehicles, elevators, etc.
- Wash hands thoroughly before and after using public transportation and use hand sanitizers and follow personal hygiene
- Cooperate with quarantine guidelines by public transport authorities such as wearing masks when boarding
- When using a taxi or courier service, select an app payment and non-contact delivery method
- If the transportation vehicle is congested, use the next vehicle

2-1. Restaurant · Cafe

- 1) User
 - Follow quarantine guidelines according to the facility manager's posting and guidance (If you do not follow the manager's instructions, the use of the facility may be restricted)
 - Avoid visit if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
 - Minimize the time spent inside restaurants and cafes
 - Keep a distance of 2m (minimum of 1m) when waiting in lines
 - Sit at a distance of 2m (minimum of 1m) between tables or sit as far apart as possible from others
 - Sit in a row or in a zigzag without facing each other
 - Use package and delivery services as much as possible

- Wash hands before and after meals and after using the toilet. Follow cough etiquette and avoid touching face with unwashed hands
 - Avoid talking or cover mouth with hands when talking
 - Take food on one's own plate
- 2) Manager, employee
- Establish a quarantine cooperation system, such as designating a quarantine manager and securing a network of contacts for local health workers
 - Follow quarantine guidelines according to the facility manager's posting and guidance. (usage of the facility can be restricted if guidelines are not followed)
 - Employees who have fever, respiratory symptoms, or have traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent home immediately
 - Allow employees to utilize flexible working hours and vacations freely and secure alternative workforce
 - Check symptoms (fever, respiratory symptoms, etc.) of all people entering the facilities
 - If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
 - Employees who serve customers should wear masks
 - Avoid facing customers by increasing a distance of 2m (minimum of 1m) between staff and customers or by installing non-contact devices or transparent partitions, etc.
 - Keep a distance between tables, such as putting a space between tables of 2m (minimum of 1m) or by installing partitions between the tables or prohibiting use of some fixed tables
 - Try not to face each other such as placing partitions on a table or placing chairs in one direction or in zigzag
 - Refrain from holding large events
 - Promote package delivery services as much as possible
 - Provide a number tag or guide a distance of 1m between customers in case of a wait line
 - Prepare and guide to a wash station to wash hands with water and soap as much as possible
 - Hand sanitizers should be placed in various places in the facility to be used frequently

- Regularly conduct training for workers on the necessity of complying with personal hygiene rules and social distancing
- Provide personal dishes, scoops, and tongs for each customer
- When natural ventilation is possible, utilize windows at all times. If it is not possible to do so, periodically open the doors and windows to ventilate. (at least twice a day)
- Sterilize facilities and equipment frequently accessed by people such as door handles, tables and chairs on a daily basis
- Clean and disinfect the entire surface of the facility at least once a week

3-1. Library

1) User

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Follow any relevant quarantine guidelines through manager's posting and guidances such as checking for symptoms (fever, respiratory symptoms, etc.) (usage of the facility can be restricted if guidelines are not followed)
- Cooperate with quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering the facility
- Wear a mask
- Maintain gap from others during mealtimes or break times (facing one direction, skipping a seat, etc.)
- Disperse from each other when using multi-use spaces such as indoor lounges, cafes, and shops to avoid high density
- Avoid physical contact such as splashing when talking, shaking hands, or hugging
- Keep a distance of 1m to 2m from each other when moving or standing in a line
- Follow Corona 19 infection prevention guidelines by washing hands and following coughing etiquette, etc.

2) Manager, employee

- Employees who have fever, respiratory symptoms, or traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent home immediately
- Establish a quarantine cooperation system, such as designating a quarantine manager and securing a network of contacts for local health workers

- If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
- Check symptoms (fever, respiratory symptoms, etc.) of all people entering
 - People with symptoms or users who have traveled overseas within the last 14 days are prohibited from using facilities and people in high-risk categories
- Prevent user population by limiting the number of users and usage space by time zone
- Keep a distance between people of 2m (minimum of 1m)
- Workers and managers to wear masks and guide users for masks
- Equip related equipment and provide training courses to enable online services
- Allow employees to utilize flexible working hours and vacations freely and secure alternative workforce
- Provide hand sanitizers available at entrances and facilities
- Maintain a gap with other people during mealtime (facing one direction, skipping a seat, etc.)
- Minimize face-to-face among workers by setting different mealtimes and avoiding large-scale events and joint activities
- Avoid spitting of droplets (speaking loudly, shouting) and physical contact (handshake, hugs, etc.) during library activities
- Restrain education and events. In case of conducting education and events, prepare measures to maintain a safety distance of 1m to 2 m from each other (participant desk spacing, etc.)
- When using computer products such as laptops and tablet PCs, employees should use their personal devices whenever possible.
- Open windows and ventilate for 15 minutes in the morning and the evening.
- Daily disinfect facilities that are frequently contacted (e.g., door handles) and users' devices (e.g., computers)
- Provide periodic training on compliance with personal hygiene rules and necessity of social distancing

3-2. Academy · Study room, etc.

- 1) User
 - Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
 - Cooperate with any relevant quarantine guidelines by checking for symptoms (fever, respiratory symptoms, etc.)

- Follow quarantine guidelines according to the facility manager's posting and guidance (usage of the facility can be restricted if guidelines are not followed)
- Maintain a distance of 2m (minimum of 1m) when listening to lectures or talking to others
- If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
- Avoid physical contact such as splashing while talking, shaking hands, or hugging
- Follow prevention guidelines, such as washing hands and following cough etiquette
- Cooperate with a quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering the facility
- Keep a distance from others during mealtime or break time (facing one direction, skipping a seat, etc.)
- Disperse from each other when using multi-use spaces such as indoor lounges, cafes, and shops to avoid high density
- When symptomatic or people without masks are found, promote each other to comply with the quarantine guidelines

2) Manager, employee

- Employees who have fever, respiratory symptoms, or traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent home immediately
- Establish a quarantine cooperation system, such as designating a quarantine manager and securing a network of contacts for local health workers
- Check for fever and respiratory symptoms at the entrance and restrain people from entering for anyone who have traveled abroad for the past 2 weeks or displaying any symptoms
- If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
- Prevent user concentration by limiting the number of users and usage space by time zone
- In facilities, place users at a distance of 2m (minimum of 1 m) or in a zigzag so the adjacent seats are empty or by installing partition walls such as transparent partitions
- Instructors and lecturers must wear masks and guide users to wear their masks

- Hand sanitizers, toilet paper, and trash cans with covers to be made available at entrances and facilities
- Tissues used for coughing or sneezing must be discarded safely
- Daily disinfect major spaces such as door handles, railings, computers, and places and objects that are frequently touched and used by users (at least twice a day). Perform specialized disinfection at least once a week
- Refrain from providing group meals
- Check the status of instructors, students, and staff at all times
- When using computer products such as laptops and tablet PCs, employees should use personal devices whenever possible
- Frequently ventilate by opening windows for 15 minutes in the morning and the evening
- Provide a periodic training on compliance with personal hygiene rules and necessity of social distancing

4-1. Large distribution facilities (Department Stores, Supermarkets, etc.)

1) User

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- When entering a shopping facility, actively cooperate with preventive measures such as checking temperature, wearing a mask, and using hand sanitizer
- Keep a distance of 2m (minimum of 1m) from other visitors while picking things up or standing on the checkout line
- If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
- Shop with the minimum number of people (one by one whenever possible)
- Use hand sanitizer or wear gloves before using a common shopping cart or shopping basket
- Avoid using cosmetics samples directly on face or lips
- Use electronic payment methods that can be used for checkout (mobile payment, QR code, debit card, credit card, etc.)
- Comply with the prevention of infectious diseases such as washing hands often and following cough etiquette

2) Manager, employees

- Employees who have fever, respiratory symptoms, or traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent home immediately (check body health conditions twice a day)
- Allow employees to utilize flexible working hours and vacations freely and secure alternative workforce
- Designate a quarantine manager and establish an emergency communication network with local health centers and hospitals
- If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
- Check for fever and respiratory symptoms at the entrance
- Restrict visitors with fever and respiratory symptoms from entering the facilities
- Visitors are guided to keep distance of 2m (minimum of 1m) from others
 - Avoid events where many people can be concentrated in one place at once (e.g., first-come first-served, handshakes, autograph session)
- If the events are unavoidable, prepare a plan to disperse people as necessary
 - Guide with announcements and leaflets to avoid acts such as splashing when talking and behaving loudly
 - Keep a distance of at least 1m; staff wears a mask at interaction
 - Stop or minimize operation of the food sample corners and cosmetics sample corners
- Provide safe disposal method for toothpicks, cups, tissues, and cotton wastes generated at the food sample and cosmetics sample corners
 - Guide a distance of 2m (minimum of 1m) between people on a line such as admission and check-out
- Guide to keep the distance through floor stickers, signs, etc.
- If it is difficult to keep the distance of 2m, wear a mask and keep at least 1m from others
 - Staff to provide guidance not to follow other customers
 - Keep a distance of 2m (minimum of 1m) in between the cashier, receptionist and users. Install a transparent partition if necessary
 - Provide hand sanitizers at entrances, restrooms, elevators, lobbies, escalators, etc.
 - Place hand sanitizers near common shopping carts and baskets and disinfect the cart handle often
 - Frequently disinfect places where hands are frequently touched such as elevator buttons, door handles, escalator handles, and handrails
 - Disinfect and ventilate facilities periodically

- It is recommended to use electronic and contactless payment methods that can be used for checking out
- Minimize the operation of public facilities such as cultural centers and children's play facilities. If operated, maintain a distance between users

4-2. Small and medium sized market

1) User

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- When asked to cooperate, comply by wearing masks and checking for a fever or other requests
- Minimize time spent in the shop
- Keep a distance of 2m (minimum of 1m) from others. If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
- When coughing or sneezing, cover the mouth with tissues, handkerchiefs, or clothes
- Avoid spitting droplets (speaking loudly, shouting)
- Use hand sanitizers provided in facilities such as at the entrance

2) Manager, employee

- Employees who have fever, respiratory symptoms, or traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent to home immediately
- Guide users with symptoms or have traveled overseas within the last 14 days to refrain from using the facilities
- If necessary, wear a mask at the entrance and check for a fever
- Guide a distance of 2m (minimum of 1m) from others in the checkout area
- Cashier wears a mask and keeps a distance of 1m or more from the customer
- Frequently disinfect places such as door handles, railings, and common shopping carts
- Provide hand sanitizers at the market entrance and throughout facilities
- Ventilate frequently

5-1. Family events such as a wedding

- 1) Visitors
 - Follow quarantine guidelines according to the facility manager's posting and guidance
 - If you have fever or respiratory symptoms or have traveled overseas within the last 14 days, do not attend the event and communicate to host effectively
 - Keep a distance of 2m (minimum of 1m) waiting on lines
 - Keep a distance of 2m (minimum of 1m) between sitting tables and do not face each other
 - Use body gestures rather than a handshake
 - Do not face each other at mealtime, but face one direction or eat in a zigzag manner
 - Wash hands before and after meals and after using the toilet
 - Cover mouth with hands when eating
 - Eat food on a separate plate

- 2) Event organizer
 - Follow guidelines according to the facility manager's posting and guidance (If you do not follow the manager's instructions, the use of the facility may be restricted)
 - Family events should be prepared as briefly as possible (simple) or conducted via online if necessary
 - Adjust the number of invited guests to reduce crowding considering the size of venue
 - Postpone events if you have fever or respiratory symptoms or have traveled overseas within the last 14 days
 - Provide quarantine guidelines to invitees prior to event taking place
 - Conduct event considering the guidelines for daily prevention as top priority
 - Arrange seats to maintain a distance of 2m (minimum of 1m)
 - If possible, greet with gestures other than a handshake and provide a gift rather than a meal
 - Before and after eating and after using the toilet, be sure to follow the precautions such as washing hands, observing cough etiquette, and not touching face with unwashed hands

- 3) Manager, employee
 - Establish a quarantine cooperation system, such as designating a quarantine manager and securing a network of contacts for local health workers

- If the quarantine instructions are posted and the instructions are not followed, use of the facility is restricted
- Employees who have fever, respiratory symptoms, or traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent home immediately
- If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
- Allow employees to utilize flexible working hours and vacations freely and secure alternative workforce
- Check the symptoms (fever, respiratory symptoms, etc.) of all people entering if necessary
- Keep a distance of 2m between tables (minimum of 1m) and restrict using fixed tables to maintain distance of 1m
- Increase a distance between customers and reception staff by 2m (minimum of 1m)
- Staff interacting with customers such as customer service and hospitality shall wear masks
- Arrange chairs to not face each other, but face in one direction or in zigzag manner
- Event should include sufficient intervals, if possible
- Hand sanitizers should be placed in various places in the facility to be used frequently
- Prepare a wash station for washing hands with water and soap at the entrance of the restaurant and provide guidance to restrooms
- Conduct regular training for employees on the necessity of observing personal hygiene rules and keeping social distance
- Provide separate dishes, scoops, and tongs to eat food on a personal plate
- Guide to cover mouth with hands when talking during mealtime
- When natural ventilation is possible, windows should be open. If it is not possible to do so, periodically open the doors and windows to ventilate
- Sterilize on daily basis for facilities and equipment frequently accessed by people, such as door handles, tables and chairs
- Clean and disinfect the entire surface of the facility at least once a week

5-2. Funeral

- Adherence to the quarantine guidelines and how to act when symptoms occur
 - If you have fever, respiratory symptoms, or have traveled overseas within the last 14 days, refrain from direct condolences and communicate in other ways
 - For a high-risk group (65 years of age or older, chronic diseases, etc.), avoid direct visits as much as possible
 - Cooperate with the quarantine guidelines, such as checking for symptoms (fever, respiratory symptoms, etc.) at the entrance
- Distancing
 - Keep a distance of 2m (minimum of 1m) from others when moving or standing on line
 - If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
 - When consuming food in available rooms, face one direction without facing each other or by sitting in a zigzag
- Personal hygiene and cough etiquette
 - Wear a mask and wash or sanitize hands before visiting
 - When expressing condolences, lightly bow head rather than a handshake
 - Avoid spitting droplets (speaking loudly, shouting) or physical contact (handshake, hug, etc.)
 - The condolence and consolation should be kept as brief as possible and it is recommended not to stay for more than 30 minutes
 - Greet by light bowing and refrain from physical contact (handshake, hug, etc.)
 - Be sure to wash your hands before and after meals and after using the restroom
 - Observe coughing etiquette and avoid touching your face with unwashed hands
 - Eat food on a personal plate and cover your mouth with your hands
- Others
 - Keep funeral to core family members and keep a minimum number of people to participate in funeral procedures such as admission and inauguration, and maintain a distance of 1m between participants
 - Wear a mask to greet visitors and greet with a gesture rather than a handshake and check visitor symptoms

6-1. Religious facilities

1) User

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Cooperate by checking for symptoms (fever, respiratory symptoms, etc.)
- Wear a mask
- Use hand sanitizers located at entrances throughout facilities
- Keep a distance of 2m (minimum of 1m) from others
- Refrain from spitting droplets (chorus, group chants, etc.) and physical contact (hug, handshaking, etc.)
- Avoid group meals and, if unavoidable, maintain a gap between people (face one direction, skip a seat, etc.)
- Use personal items (e.g., books)
- Comply with personal hygiene like washing hands and wearing a mask when using community transportation
- Follow Corona 19 infection prevention guidelines, such as washing hands and following coughing etiquette
- Use a non-face-to-face and non-contact religious events such as online
- Avoid face-to-face contact

2) Manager, employee

- Employees who have fever, respiratory symptoms, or traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent home immediately
- Establish a quarantine cooperation system, such as designating a quarantine manager and securing a network of contacts for local health workers
- Check symptoms (fever, respiratory symptoms, etc.) of all people entering the facility
- People with symptoms or have traveled overseas within the last 14 days are prohibited from using the facilities. People in a high-risk group are also recommended not to use the facilities
- If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
- Promote employees' flexible work hours and vacations and secure alternative workforce

- Promote online events for non-face-to-face and non-contact religious events and minimize large-scale events and group meetings
- Masks are provided to all workers and religious participants and disposable masks are provided for visitors without masks
- Maintain a distance of 2m (minimum of 1m) between participants of religious events and distribute time to enter and exit the facility
- When using a microphone, use a cover and keep it for personal use whenever possible
- Refrain from spitting droplets (e.g., chorus, group chants) and body contact (hug, handshaking, etc.)
- Refrain from using community items. If unavoidable, sterilize the items frequently
- Refrain from providing group meals. If unavoidable, keep a distance between people (face one direction, skip a seat, etc.)
- Provide hand sanitizers, toilet paper, and trash cans with covers at entrances and throughout facilities
- Tissues used for coughing or sneezing must be discarded safely
- Disinfect and ventilate before and after religious events (especially places and objects that are frequently reached)
- When operating a public vehicle, guide to comply with personal hygiene rules such as hand disinfectant inside the vehicle and by wearing masks. Disinfect inside the vehicle frequently
- Provide a periodic training on compliance with personal hygiene rules and necessity of social distancing

III. LEISURE ACTIVITIES

1-1. Hotel · Condominium

- 1) User
 - Avoid visiting if you have a fever or respiratory symptoms or have traveled abroad within the last 14 days
 - Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
 - Keep a distance of 2m (minimum of 1m) from others when standing in line at the front desk, concierge, etc.
 - If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
 - Follow infection prevention guidelines, such as washing your hands and following cough etiquette
 - Cooperate with a quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering
 - Avoid physical contact such as splashing of droplets, shaking hands, or hugging
 - Refrain from using tables adjacent to other guests when using food and beverage facilities. Avoid conversation when possible and eat food on own plates

- 2) Manager, employee
 - Employees who have fever, respiratory symptoms, or traveled overseas within the last 14 days should not go to work. Employees with symptoms shall be sent home immediately
 - Establish a quarantine cooperation system, such as designating a quarantine manager and securing a network of local health workers
 - If there are more than 5 workers with symptoms in the workplace within 4 to 5 days, guide them to get tested and report a possibility of a group infection to a public health center should additional symptoms occur
 - Check symptoms (fever, respiratory symptoms, etc.) of all people entering the facility
 - People with symptoms or have traveled overseas within the last 14 days are prohibited from using the facilities. People at a high-risk category are also recommended not to use the facilities
 - Allow employees to utilize flexible working hours and vacations freely and secure alternative workforce
 - Keep a distance of 2m (minimum of 1m) between people

- Display information for recommending distance of 2m (minimum of 1m) for line of front desk, concierge, or banquet event
- If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
- Provide information to wear masks for managers and for guests
- Tissues used for coughing or sneezing must be discarded safely
- Provide hand sanitizers and trash cans with lids at entrances and facilities
- Open and close the guest room window for 15 minutes before and after guest use
- Frequently disinfect objects with many unspecified contacts, such as elevator buttons, door handles, railings, and fitness equipment in the fitness center
- Disinfect and ventilate before and after the banquet event
- Avoid using adjacent tables as much as possible
- Maintain clean cooking utensils, tableware, etc.
- Provide a periodic training on compliance with personal hygiene rules and necessity of social distancing

1-2. Amusement park

- Avoid visiting if you have a fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category
- Keep a distance of 2m (at least 1m) away from others when watching, moving, or standing in line
- Follow infection prevention guidelines, such as washing your hands and following cough etiquette
- Cooperate with the quarantine measure, such as checking for symptoms (fever, respiratory symptoms, etc.) at the entrance
- Avoid spitting droplets (speaking loudly, shouting) or physical contact (handshake, hug, etc.)
- Disperse from each other when using multi-use spaces such as rest areas, cafes, and shops to avoid high density
- Avoid concentrated or crowded areas
- Buy tickets in advance
- Maintain intervals when boarding rides
- Wear masks
- Wash hands frequently

1-3. Campsite

- Avoid visiting if you have a fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category
- Refrain from visiting campsites by a large number of people other than family members. Place tents at a minimum of 2m apart from others
- When using public facilities in campsites such as management offices, kitchens, public sinks, showers, etc., wash hands or use hand sanitizers frequently and keep a distance of 2m (minimum of 1m) from others
- Follow Corona 19 infection prevention guidelines, such as washing your hands and following cough etiquette
- Cooperate with quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering
- Avoid spitting droplets (speaking loudly, shouting) or physical contact (handshake, hug, etc.)
- Frequently ventilate camping facilities, such as private tents, glamping, camper trailers, and camping vehicles

1-4. Zoo

- Avoid visiting if you have a fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Cooperate with a quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering
- Keep distance of 2m (at least 1m) away from others when watching, moving, or standing in line
- If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
- Follow Corona 19 infection prevention guidelines, such as washing hands and following cough etiquette
- Utilize advance booking rather than on-site purchase of admission tickets
- Avoid spitting droplets (speaking loudly, shouting) or physical contact (handshake, hugging, etc.)
- Avoid visitor concentrated or crowded areas

1-5. National Park

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Keep a distance of 2m (at least 1m) from others when staying or moving outdoors, or standing in line at a ticket office, etc.
- Avoid group visits (climbing) and minimize visits
- Follow Corona 19 infection prevention guidelines, such as washing your hands and following cough etiquette
- Avoid spitting droplets (speaking loudly, shouting) or physical contact (handshake, hug, etc.)
- Cooperate with the quarantine, such as checking for symptoms (fever, respiratory symptoms, etc.) when entering a multi-use facility in a National Park
- Utilize advance booking rather than on-site purchase of admission tickets
- Avoid using public facilities such as drinking fountains
- Avoid crowded spaces and all unnecessary physical contact
- Do not share food and do not face each other
- When using multi-use facilities such as shelter and campsites (see additional guidelines such as campsites above)

2-1. Outdoor activities

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Keep a distance of 2m (at least 1m) from others when staying or moving outdoors or waiting in line at ticket offices
- If it is difficult to keep a distance of 2m, wear a mask and keep a distance of at least 1m
- Follow Corona 19 infection prevention guidelines, such as washing your hands and following cough etiquette
- Avoid spitting droplets (speaking loudly, shouting) or physical contact (handshake, hug, etc.)
- Cooperate for checking symptoms (fever, respiratory symptoms, etc.) when entering amusement parks, tourist attractions, etc.
- Utilize advance booking rather than on-site purchase of admission tickets
- Refrain from using public facilities such as drinking fountains
- Refrain from entering crowded spaces and avoid unnecessary physical contact

- Move along right side so foot traffic does not overlap with the person travelling from opposite direction

2-2. Public restrooms

- Use facilities cleanly considering a large number of people are using them
- When using a dense public toilet, wear a mask as much as possible and keep a distance of 2m (at least 1m) on a line
- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Comply to personal hygiene such as washing hands and following cough etiquette
- Wash hands for 30 seconds or more with soap in a running water
- When using inside the toilet compartment, flush with the lid closed
- For all waste materials such as toilet papers that cannot be put in the toilet, dispose of them in a sanitary waste box or trash can to keep the surroundings clean
- It is recommended to use disinfectants after touching places and objects that are frequently touched, especially door handles and railings

2-3. Barber shops and hair salons

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category
- Cooperate with checking for symptoms (body temperature measurement, etc.) upon entering
- If refused to enter because of displaying symptoms such as a fever or respiratory symptoms or record of overseas travel, comply to requests of employees to leave for disinfection, sterilization, and ventilation purposes
- Keep a distance of 2m (at least 1m) from others
- In case of difficulty wearing masks such as during shampooing or if it is difficult to maintain a 1m distance between users and employees, refrain from talking and keep away from other guests and follow cough etiquette
- Disinfect hands often with hand sanitizers located at entrances and throughout facilities
- All personnel should wear a mask
- There should be proper chair spacing for customers

2-4. Concerts

- Avoid visiting if you have a fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category

- Keep a distance of 2m (at least 1m) from others when moving, standing in line, standing performances, etc., wear a mask if you cannot socially distance
- Follow Corona 19 infection prevention guidelines, such as washing your hands and following cough etiquette
- Cooperate with the quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering
- Avoid acts that can cause infection, such as splashing droplets (singing, yelling, etc.) or body contact (handshake, hug, etc.)
- Reserve online as much as possible when purchasing admission tickets
- Arrive early and enter slowly
- Disperse from each other when using multi-use spaces such as indoor lounges, cafes, and shops to avoid high density
- Enter concert slowly to minimize crowding

2-5. Movie theaters

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Keep distance of 2m (minimum of 1m) away from others when moving or standing in line and when seating
- Follow Corona 19 infection prevention guidelines, such as washing hands and following coughing etiquette
- Cooperate with the quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering
- Avoid spitting droplets (speaking loudly, shouting) and physical contact (handshake, hug, etc.)
- Book online in advance as much as possible when purchasing tickets
- Arrive early and enter slowly
- Disperse from each other when using multi-use spaces such as indoor lounges, cafes, and shops to avoid high density

2-6. Museum/Gallery

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Keep a distance of 2m (at least 1m) from other people, such as viewing an exhibition, moving, or standing in line

- Follow Corona 19 infection prevention guidelines, such as washing hands and following cough etiquette
- Cooperate for checking symptoms (fever, respiratory symptoms, etc.) when entering
- Avoid physical contact such as splashing of droplets, shaking hands, or hugging
- Disperse from each other when using multi-use spaces such as indoor lounges, cafes, and shops to avoid high density

2-7. Baseball field/ Soccer field

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Keep a distance of 2m (at least 1m) from other people, such as when moving or standing in line or sitting
- Follow Corona 19 infection prevention guidelines, such as washing hands and following cough etiquette
- Cooperate checking for symptoms (fever, respiratory symptoms, etc.)
- Avoid action that can cause infection such as spitting droplets (speaking loudly, shouting) and physical contact (handshake, hug, etc.)
- Reserve online as much as possible when purchasing tickets
- Avoid consuming food in groups in the stadium
- Use personal sports equipment, cheering tools, sportswear, and towels
- Refrain from using public facilities such as changing rooms and shower rooms

2-8. Karaoke

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- Cooperate with a quarantine by checking for symptoms (fever, respiratory symptoms, etc.) when entering
- Wear a mask
- Keep 2m away from others (1m minimum)
- Avoid spitting droplets (speaking loudly, shouting) and physical contact (handshake, hug, etc.)
- Put a cover on a microphone and use individually as much as possible

- Follow Corona 19 infection prevention guidelines, such as washing hands and following cough etiquette

2-9. Indoor gyms

- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Avoid visiting if you are in a high-risk category (pregnant women, 65 years of age and older, chronic patients, etc.)
- When using facilities, cooperate with quarantine such as checking for symptoms (fever, respiratory symptoms, etc.)
- Keep a healthy distance of 2m (at least 1m) with others and refrain from physical contact such as shaking hands and hugging or large exercise classes
- If it is difficult to keep a distance of more than 2m from others, properly wear a mask by completely covering nose and mouth and keep a distance of at least 1m
- Follow Corona 19 infection prevention guidelines, such as washing hands and following cough etiquette
- Use personal sportswear, towels, and portable exercise equipment
- Avoid using public facilities such as changing rooms and showers
- After using exercise equipment, clean the surface of the equipment with disinfecting products provided by the facility operator
- Avoid spitting droplets during exercise programs (e.g., singing songs, yelling)

2-10. Entertainment/Nightlife facilities

- Follow quarantine guidelines according to the facility manager's posting and guidance
- Avoid visiting if you have fever or respiratory symptoms or have traveled abroad within the last 14 days
- Minimize time spent staying at nightlife facilities
- When waiting in line, keep a distance of 2m (minimum of 1m)
- Sit at a distance of 2m (minimum of 1m) between tables or sit as far as possible from other people
- Sit facing one direction without facing each other
- Wash hands before and after eating food and after using a toilet
- Do not talk or cover mouth with hands while eating
- Take food on one's own plate