

ALİ BEY CLUB MANAVGAT COVID-19 EPIDEMY MEASURES CONCEPT

- 1)** Name and surname of the Coronavirus officer of the facility: F. KEREM KUTBAY, contact details of the Coronavirus officer of the facility: +90 242 748 73 73
- 2)** The number of people who may be present at the same time in the various areas of use of the facility: Lobby: 40, Galata conference room: 28, Buffet area: 60, Main restaurant: 460, Aquapark Restaurant: 200, Turkish Coffee House: 85, Panorama A la Carte: 62, Beach: 430, Aquapark: 500, Stage: 132, Samara SPA Reception: 4, Hamam: 4, Sauna: 3, Fitness: 10, Main -Depot: 7, staff break area: 6, staff dining room: 70, staff changing rooms: 80, staff lodging: 159, staff canteen: 20.
- 3)** The closed areas of our facility are naturally ventilated. All areas of our facility are regularly disinfected according to the disinfection cleaning plans drawn up by us. The distance between the tables where the meals are served is 1.5 m and between the chairs 60 cm. During the open buffet, food is served by the responsible staff due to safety distance rules. A glass window at the buffet prevents guests from coming into contact with the food. The machines such as tea / coffee machine, water dispenser, drinks machine in the general areas of use are removed or the guest is served by the service staff. Dining tables, chairs and high chairs are disinfected with an alcohol-based disinfectant after each use. The service material is disinfected and then served. Salt, pepper, napkins and the like are offered for single use. In the restaurants there will be no service equipment at the tables before the guests are seated. The service will be opened by the waiter after the guests are at the table .
- 4)** Regarding the safety distance rules, rules of conduct in the elevators are indicated by floor markings and information boards. All general usage areas, including dining rooms, conference rooms, lobby, reception area, bar, animation show area, SPA, fitness, pool areas, beach, hairdresser, mini market, seating / waiting / dining and drinking areas have been rearranged in accordance with the safety distance rules. All necessary social distance precautions have been taken and markings are made, and no more guests than the scheduled capacity will be accepted.
- 5)** Follow-up and audit graphs have been established for all employees of the facility's departments and monitoring of their implementation status.
- 6)** Depending on the nature of the surface, the cleaning of all areas is disinfected with specified and compressed periods using disinfection materials in accordance with the standards. The traceability records of these applications will be kept. Floors of toilets, toilets, urinals, sinks, faucets, door handles are often cleaned, disinfected and traceability records are kept.
- 7)** Standards to be followed by staff when cleaning all areas of the facility (including rooms, dining / restaurant, kitchens, common areas, etc.):
 - a)** Cross contamination and risk areas (door handles, faucets, shower heads, soap dispensers, electric on / off buttons, sockets, toilets, toilet brush, reservoir knob, urinal, sinks, tables and chairs, safes, telephones, sports equipment, coffee table, tanning beds, tanning cushions, umbrellas, trash cans glass station railings, mini cabinets, etc.) are cleaned with disinfectant spray (hydrogen peroxide based cas no: 7722-84-1).
 - b)** In all indoor and outdoor areas, the floor is cleaned by adding chlorine-based (sodium hypochlorite cas no: 7681-52-9) disinfectant to the mop water.
 - c)** Alcohol-based disinfectants and dispensaries are completed in all open and closed spaces at the entrances and exits.
 - d)** Facility personnel use personal protective equipment, especially medical masks, in all areas where they work.
 - e)** All employees attach great importance to cleaning hands, they often wash their hands with soap and water for at least 20 seconds, and in the absence of soap and water, alcohol-based hand sanitizers are used.
 - f)** It is ensured that all staff cover their nose and mouth with disposable tissue paper during coughing or sneezing. They use the elbow if there is no paper tissue, if possible not to enter crowded places, if necessary than to use a medical mask.
 - g)** Windows in rooms and other closed spaces are opened during daily routine cleaning and ventilated for at least half an hour. The person cleaning the room wears gloves after washing hands and does the cleaning with gloved hands. Gloves and masks are for single use (per room), hands are washed well and new gloves are worn for the next room cleaning.
 - h)** Textiles (bed linen, sheets, towels, etc.) used by guests are folded directly. During this process, it is collected without shaking to prevent the formation of dust and particles. Textiles such as sheets and towels are machine washed with detergent at 70 ° C.
 - l)** During the epidemic, periodic process checks will be carried out continuously in the facilities. It is intended to fully comply with circulars issued by the Ministry of Tourism and the Ministry of the Interior, as legally binding in the context of the Covid-19 pandemic, The necessary updates will be made in the manner announced by legal authorities.
- 8)** Procedures for cleaning / disinfecting and ventilating the room after guests have checked out and accepting new guests in this room;
 - a)** The room will be ventilated after guests have checked out of the facilities. After the room cleaning and disinfection process, the room is prepared for the new guest by waiting empty for 24 hours.
 - b)** The floor cleaning of the room is cleaned with chlorine (sodium hypochlorite cas no: 7681-52-9) disinfectant and other parts of the room with hydrogen peroxide disinfectant (cas no: 7722-84-1).
 - c)** Sterilization of the ventilation and air conditioning system is provided. When guests leaves, all items that guests often come into contact with, such as water heaters, television and air conditioning controls, door and window handles and drawer handles, are cleaned as provided in accordance with Article 7.
 - d)** Cleaning sets such as soap, shampoo etc. in the room are disposable and all shampoos, soaps, shower caps, cups etc. are replaced in-room during the check out cleaning.
 - e)** A card with the text 'disinfected' is left by the staff who have cleaned and disinfected the room.
 - f)** After the cleaning and disinfection processes of each room, the cleaning staff changes the mask and gloves.
- 9)** Information on the health and hygiene rules that guests and staff must follow when using all areas of the facility is provided at the entrance of the facility. These rules have been communicated to the staff and the guest.
- 10)** The nearest hospital information in case of emergency in case of illness, symptoms and suspicious circumstances to guests and employees;

Akdeniz Hospital 8151 sk no: 10, 07600 Manavgat / Antalya (0242) 753 37 37, Manavgat State Hospital Şelale Cad. üzeri, 07600 Manavgat / Antalya (0242) 746 11 17
- 11)** A pandemic team takes care of coordinating employees / guests with Covid-19 symptoms: contact information; +90 242 748 73 73 - 1000. The pandemic team's approach to people who are in a suspected or positive case is implemented as follows;

Information about the guest (s) with symptoms related to Covid-19 (fever, cough and / or shortness of breath, loss of smell and taste, diarrhea, severe headache) is reported to the department head. The head of department reports the situation to the pandemic team and the hotel doctor. The guest (s) will be isolated from the facility's health unit using the necessary protective equipment until local health authorities intervene by taking them to the isolation room. Under the coordination of the hotel doctor and the pandemic team, the authorities (including 184, contract hospital, ambulance, etc.) will be notified, and the services to be provided for this guest will be provided by the staff, which are specified in the "Isolation staff protocol".

Employees who come into contact with guests who have symptoms of Covid-19 and / or suspect Covid-19 should inform their head of department. The head of department reports the situation to the pandemic team and the hotel doctor. The authorities (Alo 184, the Partne hospital, the ambulance) are informed under the coordination of the hotel doctor and the pandemic team, and your services are provided by the personnel who have taken the security measures. The personnel are isolated from the facility's health unit using the necessary protective equipment until local health authorities intervene by taking them to the isolation rooms (isolation rooms at Ali Bey Resort Sorgun: 104, 121, 122, 123, 124, 125, 126, 127 and 128, at Ali Bey Club Manavgat: 2121, 2123, 2124, 2126, 2127, 2128, 2129, 2134, 2135 and 2136). When these people have to go to common areas (to leave the hotel, etc.), they have to wear mask and minimum rule of 1.5 m is observed by them.
- 12)** If a guest is diagnosed with COVID-19, the guest's room will be closed, kept empty for 48 hours, and ventilated. In order to prevent any contamination during the room cleaning there are used disposable gloves, protective clothing, masks, visors etc. All textiles in the room are individually wrapped and special washing processes (from 75 ° or dry cleaning) will be done. All types of waste from the room (disposable cutlery, spoons, glasses, guest waste, and disposable protective equipment used by cleaning staff) are disposed of as medical waste. The entire room is disinfected with ULV. The balcony is disinfected. Items like table or chair are wiped and disinfected. Appliques, electrical buttons and sockets on the ceiling walls are cleaned. The wardrobe is disinfected. Ash trays and trash cans are disinfected. Furniture, mini bar, ventilation units, telephone, television and control types are disinfected with a proper disinfectant. The beds and their surroundings are disinfected. The bathroom is cleaned. All surfaces are disinfected inside and outside. Fresh towels, curtains and boucle materials are placed.
- If the guest is diagnosed with COVID-19 and if the healthcare institution determines that treatment is not necessary in the hospital, the guest will remain in the isolation room indicated by the hotel. Guests belonging to the same family or accompanying persons also stay in a separate isolation room. Guests staying in the isolation rooms receive food and drink service and a cleaning service without leaving their rooms in accordance with the accommodation contracts. All food and beverage services to be provided for use by the contaminated guest in the isolation room, textile washing and periodic disinfection of all tools and equipment are performed by the facility's cleaning officials, as determined by the isolation personnel protocol ". The disinfection of the isolation room is made with diluted sodium hypochlorite solution. Equipments used by the patient are cleaned periodically. When cleaning the disinfection area, the necessary disinfection products are used, cleaning sponges and cloths are disposable. Bed linen in the room, towels, pillow cases etc. textile items that cannot be washed in a household washing machine are packed separately in the room for 72 hours. Textile items will be sende to laundry for special washing (750 and above or dry cleaning) with red bags. Guest clothes and staff clothing are washed separately in the washing machine (750 C and above) near the isolation area. Equipment such as cups, forks and spoons are for single use. All types of waste (ball materials, disposable forks, spoons, cups, sick guest waste, disposable protective equipment used by the cleaning staff operating the room and disposable cleaning tools) are disposed of as medical waste. After the C / out of isolation room, the room is interrupted and left empty for a while. Textile products such as bed linen curtains in the room after the insulation room C / out can not be washed in a household washing machine, packed separately and special washing processes (750 and above or dry cleaning). The entire room is disinfected with ULV. The balcony is disinfected. Items like table or chair are wiped and disinfected. T Appliques, on / off buttons and sockets on the ceiling and walls are cleaned. The wardrobe is disinfected. Ash trays and trash cans are disinfected. Furniture, mini bar, ventilation units, telephone, television and control types are disinfected with a proper disinfectant. The beds and their surroundings are disinfected. The bathroom is cleaned. All surfaces are disinfected inside and outside. Fresh towels, curtains and boucle materials are placed.
- 13)** The rules that must be observed in the context of the epidemic action plan are posted at the reception, in the restaurant, in the guest rooms and in the personnel areas. This plan is also published on www.alibey.com.
- 14)** The "Development and Standards Directorate" is responsible for checking compliance with all rules in the context of the "Epidemic Action Plan", which are valid for all guests in the circulars in all departments / areas of our facility. We ask our guests for their sensitivity and for the compliance with the necessary precautionary and hygienic measures and point out emphatically that our facility does not take any responsibility for guests who do not comply with the rules.