

Coronavirus/COVID-19 – Check list for Gurudwara



This checklist must be used in line with the national Covid-19 Sikh Directive for Gurdwaras, Sikh Organisations, Charities and Jathebandis during the Covid-19 pandemic.

The Covid situation is fast changing. We are now in the critical phase of the virus spread – easing of lockdown.

To support and ensure that the Guru Ghar is ready and as far as practicable, at the lowest risk of spreading the virus, please use the checklist below (in conjunction with the directive) to assess your readiness and preparedness to support the sangat and sevadars.

APPROVED BY GURDWARA MANAGEMENT COMMITTEE: Signed by Pardhaan _____

Date implemented: _____

This applies to the week beginning: _____

	Yes/No/N/A
Appoint a COVID-19 lead to oversee the implementation of all things relating to coronavirus.	
Appoint a covid team aligned to core tasks (see strategy document)	
Implement all the recommendations listed in the Directive for Gurdwaras, Sikh organisations, charities and jathabandies during Covid 19 (see appendix)	
Hand washing (the single most important step that everyone should take to stop the spread of the virus)	
Hand washing poster is displayed at all sinks around the Guru Ghar (foyer, kitchen, langar hall, toilets, jora house)	
Paper towels are in place to dry hands, cloth towels have been removed.	
Soap is made available.	
Sink cleaning rotas are in place (hourly cleaning)	
Non touch taps are in place (motion detector taps, or elbow taps)	
Box of face masks available.	
Poster displayed on use of face masks – NO TOUCHING OF FACE MASK WHEN WORN.	
Dispose mask in a black bin bag on leaving gurdwara (DO NOT RE-USE).	
Main Entrance	
COVID entrance poster is on display and in good condition.	
Any sangat with covid 19 symptoms not allowed entry.	
Have thermometer (non contact, forehead gun type) accessible. Use thermometer to check if in doubt.	
The door handles are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place).	
Aim for hands free entrance (not touching doors/handles) and hands free throughout building.	
Wedge open doors where appropriate (in line with fire and safety policy).	
Seal off routes to CLOSED GURDWARA AREAS – only Darbar, toilets and Langar Hall accessible.	
Display opening hours (will change with time)	
Doorman (pera dhar) is in control of sangat flow in and out of gurdwara.	

An assurance that all sangat, whether committee members or regular sangat, are treated in the same way (ie no by passing by committee members). Backed up by visible letter signed by Pardhaan.	
Kitchen and Langar hall	
All metal surfaces are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
All metal preparation and serving spoons are cleaned and disinfected.	
If tables in place in the langar hall, all tables are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
Single use gloves are made available for all the sevadars for langar preparation	
All the sevadars preparing langar must wear a hazooria to cover their mouth and nose at all times while preparing and serving langar	
All members of the sangat must sit at at 2m length from each other (floor marked by cross)	
Darbar Sahib	
The door handles are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
Hand washing posters are displayed at all sinks in the Darbar Sahib	
Paper towels are in place, cloth towels have been removed.	
Soap is made available.	
Sink cleaning rotas are in place (hourly cleaning)	
All metal surfaces around the Palki Sahib are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
Chaur Sahib handle is cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
One main sevadar (on a rota) doing Chaur Sahib seva (limits ad hoc sangat touching Chaur Sahib)	
All metal instruments, microphones and stands are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
All marble surfaces cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
A clean white sheet is placed on the floor in front of Guruji for sangat to matha tekh.	
The sheet is changed hourly. The used sheets are washed at high temperature(above 60 C) and stored in a secure location (not open to the atmosphere)	
Golakis cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place). Note that coins and paper money may transfer the virus, so handle money with gloves and masks.	
All members of the sangat must sit at at 2m length of each other (2m radius) – floor markings placed	
Darbar Sahib manned by pera dhar who ensures regular flow of sangat in and out. Stops children running free. Ensures social distance compliance.	

KarahParshad	Yes/No/N/A
All sevadars doing Prasad seva must wear gloves, a hazooria and use an ice cream scoop/spoon to serve portions at all times.	
Position Prasad at Darbar Sahib exit.	
Prasad queue must maintain 2m social distancing.	
The Prasad must be kept covered at all times.	
All dry Prasad must be bagged up in small plastic bags during this time of Covid risk. Sevadars preparing must wear gloves and a hazooria.	
Amrit	
If the amrit container are metal, ensure they are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
All sevadars doing amrit seva must wear gloves and a hazooria at all times.	
Ensure covid hygiene if bottles are used. No external bottles to enter the Darbar Sahib or to be left.	

Covid suspected person	
Any member (sangar, sevadar or committee member) suspected of having the symptoms of Covid, must be respectfully requested to leave the Guru Ghar and self-isolate for 7-days (no exceptions)	
If they live alone, please ensure you have their details for an office sevadar to make contact and check-up (e.g. daily at a fixed time).	
Log sangar member details in a covid register for test, track and trace. GDPR to be in place.	
Covid Posters and information updates	
All the official SDA/PHE Covid posters are on display to support the sangar (on the walls, display boards and screens).	
Poster visibility and clarity important. Ensure adequate space in prime locations.	
Waste bins in the Gurdwara	
Catch it, Bin it, Kill it posters are displayed around the Gurdwara.	
Bins are emptied regularly. Double binning utilised (one black bag placed in another when disposing).	
Bin lids are cleaned using disinfectant and single use cloths/paper towels (hourly, and rota is in place)	
Guru Ghar Live streaming facilities and IT infrastructure	
Does the Guru Ghar have a website/facebook page	
Can the Guru Ghar live stream key programs (Parkash and Hukamnamah, morning Nitnem, Sukhmani Sahib, Chaupai sahib, Rehraas Sahib, Kirtan and Katha and Sukh-Aasan Sahib) to the elderly, vulnerable and those self-isolating at home? (please ensure all the technology is in place for the sangar members)	

Appointed Covid-19 Gurdwara lead:- _____

Mobile of Covid lead :-----

Please note that this person will be the single point of contact regarding all updated information and vital Covid information. If a teleconference is required they must be available to attend.

Baseline assessment completed by: _____

Date baseline assessment completed:- _____

Daily assessment is recommended to ensure high standards are maintained to safeguard the sangar and the sevadars.

Produced by Dr Sukhdev Singh and Satnaam Nandra, Sikh Doctors Association

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