

Anti-epidemic Undertakings for Local Group Tours

Arrangements for local group tour participants

1. Travel agents must take out local travel insurance for all the local group tour participants that includes coverage against COVID-19;
2. Travel agents must retain the names and contact information of all the local group tour participants to facilitate contact tracing by the authorities if needed;
3. Travel agents must provide all the local group tour participants with labels (e.g. stickers with the name of the travel agent) so that they can be identified as the local group tour participants of the tours organised by the travel agents. Travel agents must also request local group tour participants to wear the tour labels at all times during the local group tours;
4. Travel agents must implement temperature screening for local group tour participants before tour departure and could refuse those who feel unwell (e.g. with a fever, acute respiratory symptoms and loss of taste or smell) to join the local group tours. Tourist guides will provide all the briefings on the means of transport (e.g. tour coaches or ferries) when visiting outdoor attractions;
5. Travel agents should advise people with higher risk of contracting COVID-19 (e.g. those with pre-existing medical conditions) and individuals in close contact with the higher-risk group (e.g. living in the same household, long-term care facility employees) not to join the local group tours;

Itinerary arrangements

6. The number of people in a local group tour must not exceed 30 (including all working staff); and
7. The number of passengers on the means of transportation of the local group tours (including all working staff) must not exceed:
 - (a) tour coach: 30 people or 50% of the seating capacity (whichever is less);
 - (b) ferry: 90 people or 50% of the seating capacity (whichever is less).
8. Travel agents should request local group tour participants to wear a surgical mask at all times during the local group tours except when having meals, minimise the meal time as far as practicable and not to drink or eat on the means of transport (except drinking water and taking medicine);
9. Travel agents should opt for electronic receipts and admission tickets as far as practicable in order to reduce the risk of cross infection;
10. Travel agents must not coerce the local group tour participants into shopping if

the itineraries of the local group tours include any shopping arrangements;

Transportation

11. Travel agents must request the service providers to undertake that before receiving the local group tour participants, the means of transport provided by them (e.g. tour coaches or ferries) must be sanitised and disinfected (e.g. by using 1 in 99 diluted household bleach or disinfectants of equivalent or higher standard);
12. Travel agents must ensure that disinfectants and anti-epidemic supplies such as 60%-80% alcohol-based hand sanitisers, wet wipes, spare masks, thermometers, etc. are made available on the means of transport (e.g. tour coaches or ferries) and during the local group tours;

Restaurants

13. Travel agents must request restaurants to arrange seats, in accordance with the Prevention and Control of Disease (Requirements and Directions) (Business and Premises) Regulation (Cap. 599F), for the local group tour participants and provide serving chopsticks and spoons for their use;

Attractions

14. Travel agents must facilitate and comply with the anti-epidemic measures and restrictions on the maximum number of people imposed by the attractions (e.g. theme parks or green tourist spots);
15. Travel agents must remind the local group tour participants to maintain good personal hygiene and appropriate social distancing, keep places clean and take away their own litter after visit (especially in green spots such as country parks, marine parks and special areas);
16. If there are indoor activities, travel agents must request the venue operators to adopt crowd management measures. Travel agents must as far as practicable assist in the regulation of the flow and density of the local group tour participants when they enter and depart from the venues and participate in the activities in order to avoid overcrowding;
17. Travel agents must request the venue operators to maintain proper ventilation of the venue, maximise fresh air intake of air conditioners, ensure regular cleaning of the filters and ducting, and if fans are used, to avoid blowing directly from one person (or group of people) to another;

Accompanying travel agent working staff

18. Travel agents must assign tourist guides or tour escorts with valid Tourist Guide Pass or Tour Escort Pass issued by the Travel Industry Council of Hong Kong to receive the local group tours and must ensure that such tourist guides and tour escorts, before they first receive any local group tour under this exemption arrangement, have received COVID-19 testing and the test result must be negative;
19. Travel agents must provide frontline working staff (e.g. tourist guides, tour escorts, drivers, etc.) with appropriate anti-epidemic training or information (such as how to handle local group tour participants with respiratory symptoms, disinfecting all equipment such as microphones and earphones after use), instruct them to measure and record their temperature before work and instruct that those who feel unwell (e.g. having a fever, acute respiratory symptoms and loss of taste or smell) must stop going to work and not receive any local group tour participants;
20. Travel agents must instruct frontline working staff (e.g. tourist guides, tour escorts, drivers, etc.) to wear surgical masks at all times during work except when having meals and not to drink or eat on the means of transport (except drinking water and taking medicine). Travel agents should also provide working staff with appropriate protective gears;
21. Travel agents must retain the names and contact information of all frontline working staff (e.g. tourist guides, tour escorts, drivers, etc.) to facilitate contact tracing by the authorities if needed;
22. When arranging the local group tours, travel agents should, apart from the above guidelines, make reference to other health guidelines as set out in the “Guidelines on Prevention of COVID-19 for Event Organiser of Mass Assembly” issued by the Department of Health (https://www.chp.gov.hk/files/pdf/novel_infectious_agent_event_organiser_of_mass_assembly_en.pdf).