



JAWATANKUASA PENGURUSAN BENCANA NEGERI SARAWAK

UNIT HAL EHWAL AGAMA-AGAMA LAIN (UNIFOR)

SOP PEMBUKAAN RUMAH IBADAT DALAM TEMPOH PELAN PEMULIHAN NEGARA FASA 4 (SARAWAK)

**DIKEMASKINI
13 JANUARI 2022**

AKTIVITI DAN PROTOKOL

BIL	AKTIVITI	FASA 4
1	Pembukaan Rumah Ibadat	☐ Dibenarkan dan wajib mematuhi SOP seperti di Lampiran A ☐ Had Kehadiran tertakluk kepada saiz ruang sembahyang Rumah Ibadat dengan penjarakan fizikal 1 meter ☐ Waktu Operasi adalah seperti yang ditetapkan oleh pihak Rumah Ibadat
2	Pembukaan Pejabat Pentadbiran Rumah Ibadat	☐ Dibenarkan dengan 100% kehadiran berpandukan SOP di Lampiran A ☐ Kehadiran ke Mesyuarat Pentadbiran adalah tertakluk kepada saiz bilik mesyuarat setelah mengambil kira penjarakan fizikal sekurang-kurangnya satu (1) meter
3	Upacara Penghormatan Terakhir Dan Pengkebumian	☐ Had kehadiran tertakluk kepada saiz ruang/kawasan tempat upacara penghormatan terakhir/pengkebumian dengan penjarakan fizikal sekurang-kurangnya 1 meter dan pemakaian pelitup muka

Maklumat Lanjut Boleh berhubung dengan **Encik Ambrose Linang** di talian **019 878 0787**



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AKTIVITI DAN PROTOKOL

BIL	AKTIVITI	FASA 4
4	Upacara Perkahwinan	☐ Dibenarkan dan wajib mematuhi SOP seperti di Lampiran A ☐ Had Kehadiran tertakluk kepada saiz ruang tempat upacara/aktiviti diadakan dengan penjarakan fizikal sekurang-kurangnya 1 meter
5	Sembahyang Sebelum Upacara Pengkebumian	
6	Aktiviti Keagamaan Lain/ Mesyuarat Agung/ Seminar/ Kursus Di Dalam Kawasan Rumah Ibadat	
7	Aktiviti Tidak Dibenarkan	☐ Aktiviti keagamaan yang melibatkan kunjungan dari rumah ke rumah ☐ Perarakan keagamaan ☐ Aktiviti lain yang tidak disenaraikan di dalam SOP ini

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UNIT HAL EHWAL AGAMA-AGAMA LAIN (UNIFOR)

LAMPIRAN A: PROTOKOL PENCEGAHAN DAN KAWALAN COVID-19

DIKEMASKINI
13 JANUARI 2022

BIL	TINDAKAN	PENERANGAN RINGKAS
A)	LANGKAH PENCEGAHAN PENULARAN COVID-19	☐ Menampal makluman berkaitan dengan amalan norma baru kehidupan ☐ Menyediakan kaunter di pintu masuk bagi pemeriksaan suhu badan, penggunaan <i>hand sanitiser</i> dan rekod kehadiran penganut ☐ Mewajibkan pemakaian pelitup muka dan kerap membersihkan tangan dengan sabun dan air atau hand sanitizer ☐ Melakukan proses pembersihan dan nyah kuman pada permukaan yang kerap disentuh di dalam rumah ibadat dan kawasan sekitarnya ☐ Aktiviti yang sukar untuk mengawal keperilakuan dan keadaan di mana terdapat ramai orang pada satu-satu masa adalah tidak dibenarkan



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LAMPIRAN A: PROTOKOL PENCEGAHAN DAN KAWALAN COVID-19

DIKEMASKINI
13 JANUARI 2022

BIL	TINDAKAN	PENERANGAN RINGKAS
B)	KAWALAN DAN PENGESANAN	☐ Individu yang belum melengkapkan vaksinasi COVID-19 adalah tidak dibenarkan hadir ☐ Kanak-kanak di bawah umur 12 tahun tidak digalakkan hadir, namun sekiranya hadir hendaklah ditemani oleh individu yang telah lengkap divaksinasi ☐ Individu yang menghidap penyakit kronik adalah tidak digalakkan hadir ☐ Individu yang didapati demam atau mempunyai gejala batuk, sakit tekak, selsema atau sesak nafas tidak dibenarkan hadir ☐ Merekod kehadiran menggunakan aplikasi MySejahtera atau buku kehadiran ☐ Memastikan penjarakan fizikal 1 meter pada setiap masa ☐ Memastikan pengudaraan yang mencukupi berpandukan Lampiran B



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LAMPIRAN A: PROTOKOL PENCEGAHAN DAN KAWALAN COVID-19

DIKEMASKINI
13 JANUARI 2022

BIL	TINDAKAN	PENERANGAN RINGKAS
C)	AMALAN KEBIASAAN BAHARU	☐ Sentiasa mengamalkan penjarakan fizikal sekurang-kurangnya 1 meter, memakai pelitup muka dan kerap mencuci tangan dengan <i>hand sanitizer</i> ☐ Masuk dan keluar Rumah Ibadat secara teratur atau mengikut giliran ☐ Mengelakkan aktiviti bersalaman dan bersentuhan ☐ Berkongsi barang gunasama seperti kitab, alat tulis dan lain-lain adalah tidak dibenarkan ☐ Segera bersurai selepas selesai aktiviti sama ada di dalam atau di luar Rumah Ibadat ☐ Jamuan makan dihidang secara <i>packed food/dome-setting/served buffet</i> sahaja ☐ Mematuhi arahan Jawatankuasa Pengurusan Rumah Ibadat serta arahan, garis panduan dan nasihat Kerajaan yang berkuatkuasa



STATE DISASTER MANAGEMENT COMMITTEE

UNIT FOR OTHER RELIGIONS (UNIFOR)

LAMPIRAN B:

STANDARD OPERATING PROCEDURE ON VENTILATION IMPROVEMENT IN NON-RESIDENTIAL BUILDING/SPACE



STANDARD OPERATING PROCEDURE ON VENTILATION IMPROVEMENT IN NON-RESIDENTIAL BUILDING / SPACE



1. Enclosed Building / Space with Centralised Air Conditioning System
2. Enclosed Building / Space with Openable Windows and Split Air Conditioning System
3. Enclosed Building / Space with Openable Windows and without Air Conditioning System
4. Enclosed Building / Space without Windows or where Windows Opening is Not Possible and without Centralised Air Conditioning System
5. Building / Space with Wide Front and Back Entrance Openings
6. Kitchen within the Building
7. Toilet and Shower Room within the Building

ENCLOSED BUILDING / SPACE WITH CENTRALISED AIR CONDITIONING SYSTEM

	Perform inspection and checks on the ACMV system to ensure it is functioning as per design every day before the start of business hour
	Keep a maintenance record of the ACMV system
	Perform air flushing at least once, for a minimum duration of 2 hours each time, every day
	Perform air flushing by opening the outdoor air damper and/or exhaust air damper to 100% with the ACMV system running
	If the opening of outdoor air damper to 100% is not possible, perform air flushing by opening all windows and entrances to the building with the ACMV system running
	During the daily operation, the entrances to all partitioned spaces within the building must be fully opened at all times

ENCLOSED BUILDING / SPACE WITH OPENABLE WINDOWS AND SPLIT AIR CONDITIONING SYSTEM



Perform inspection and checks on the ACMV system to ensure it is functioning as per design every day before the start of business hour



Keep a maintenance record of the air-conditioning system



Perform air flushing 3 times (before the start, mid-day, and prior to closure of business hour), for a minimum duration of 1 hour each time, per day



Perform air flushing by opening all windows and entrances to the building with the air-conditioning system running



During the daily operation, the entrances to all partitioned spaces within the building must be fully opened at all times

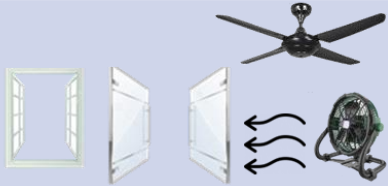


Existing exhaust fans shall be operated continuously during business operation hours

ENCLOSED BUILDING / SPACE WITH OPENABLE WINDOWS AND WITHOUT AIR CONDITIONING SYSTEM



Perform air flushing 3 times (before the start, mid-day, and prior to closure of business hour), for a minimum duration of 1 hour each time, per day



Perform air flushing by opening all windows and entrances to the building with ceiling fans / portable fans / exhaust fans running



When performing air flushing using portable fans, the portable fan must face towards the windows / entrances to blow the air out of the building / spaces

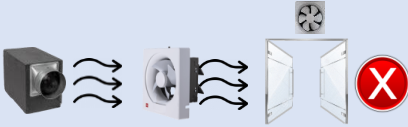
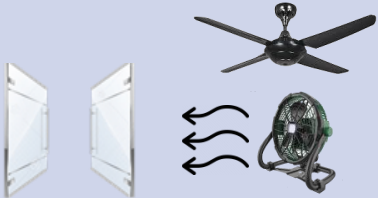


During operational hours existing exhaust fans shall be operated continuously



During the daily operation, entrances to all partitioned spaces within the building and the windows of the building should be opened at all times (provided the outdoor air is fresh and weather is acceptable), with fans blowing air out of the windows whenever possible.

ENCLOSED BUILDING / SPACE WITHOUT WINDOWS OR WHERE WINDOWS OPENING IS NOT POSSIBLE AND WITHOUT CENTRALISED AIR CONDITIONING SYSTEM

	Install both fresh air supply fan and exhaust fan on opposite walls. The exhaust fan must not be installed above the entrance
	Perform air flushing continuously throughout the operation hours of the premises
	Perform air flushing by opening all entrances to the building with both fresh air supply fan and exhaust fan running
	When the installations of fresh air supply fan and exhaust fan are not possible due to the building structure, perform air flushing by opening all entrances to the building with the air-conditioning system / ceiling fans / portable fans facing the entrance running at all times

BUILDING / SPACE WITH WIDE FRONT AND BACK ENTRANCE OPENINGS



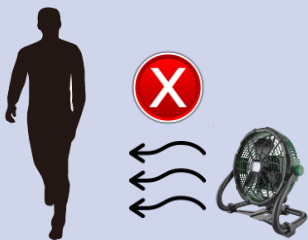
Allow natural ventilation as usual through all windows and openings at all times



Operate ceiling fans (if any) at all times



Direct wall fans / portable fans (if any) towards openings (windows, doors, etc.)



The wall fans / portable fans should not blow towards the occupants

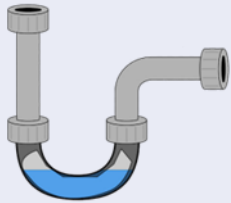
KITCHEN WITHIN THE BUILDING



Operate exhaust fans continuously during operation hours and make sure all dampers (if applicable) are fully open



All windows and openings in the kitchen facing the external side of the building (if any) must be opened at all times during the operation hours



Check water seals to prevent any leaking

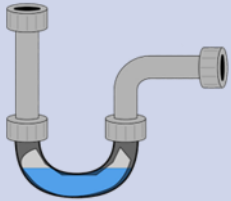


Prohibit the use of hand dryer

TOILET AND SHOWER ROOM WITHIN THE BUILDING



Operate exhaust fans continuously during operation hours and make sure all dampers (if applicable) are fully open



Check water seals to prevent any leaking



Prohibit the use of hand dryer



Put notices to advise closure of toilet cover before flushing