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|  <p>澳門特別行政區政府 Governo da Região Administrativa Especial de Macau 衛生局 Serviços de Saúde</p> | <p>疾病預防控制中心 技術指引 CDC (Macao SS) Technical Guidelines</p> | <p>No.: 107.CDC-NDIV.GL.2020 Ver.: 6.0 Produced: 2020.06.09 Revised: 2022.10.01 Page: 1/4</p> |
| <p>預防新型冠狀病毒肺炎 - 給旅行團組織者的建議 Prevent Novel Coronavirus Pneumonia – Advice to Group Tour Organisers</p> | | |

[Updated version \(Click here \)](#)



This guideline shall be executed by relevant individuals and public/private entities under the supervision of their supervisory entities. Under article 3 (Obligation to cooperate) of Law no. 2/2004 – “Law on the Prevention, Control and Treatment of Infectious Diseases”, to achieve the target of prevention, control and treatment of infectious diseases, individuals and public/private entities are obligated to closely cooperate with their supervisory entities, and comply with the orders and guidelines issued by their supervisory entities according to the law. This guideline is without prejudice to any more concrete or stringent orders/guidelines set out by relevant supervisory entities in light of the actual circumstances.

In view that population gathering and face-to-face contact are important factors for the transmission of novel coronavirus, this guideline is formulated to reduce the risk of spreading the virus during group travel.

1. Scope of application

- 1.1 This guideline applies to all group tours operating in Macao.
- 1.2 With necessary adjustments, this guideline is also applicable to outbound group tours to low-risk areas organised by Macao travel agencies. In addition to the present guideline, outbound group tours are also subject to the local anti-epidemic requirements, which can be more stringent.
- 1.3 Travel agencies and other group tour organisers should pay attention to the information released by the MSAR government on the epidemic and cooperate with the required measures; and disseminate updated information on the preventive measures to employees and tour members in a timely manner.
- 1.4 Remind travellers to pay attention to the announcements of the MSAR Government in relation to the risk areas, and declare their preceding travel and residential history truthfully.

2 Points to note prior to commencement of the tour



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Revised: 2022.10.01
Page: 2/4

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Prevent Novel Coronavirus Pneumonia – Advice to Group Tour Organisers


- 2.1 Limit the number of members in each tour group to avoid crowding on transport or during activities. Group sizing depends on the reception vehicles and the situation of the venues. Large groups should be split into smaller groups while minimizing inter-group contact.
- 2.2 Plan the itinerary properly, avoid crowded areas and ensure 1-metre social distancing wherever possible.
- 2.3 Preference should be given to outdoor open spaces when arranging the itinerary. Select activity venues with good air ventilation and hygienic conditions where the toilets are provided with adequate liquid soap, disposable tissues or hand dryer, and well-functioning sanitary equipment.
- 2.4 Require all working staff and group tour participants to declare their travel history and contact history within the past 10 days. Anyone who has visited or resided in any low-, medium- or high-risk countries/ areas of COVID-19 or areas with reported community activities of local/ imported cases, primary contacts and secondary contacts of confirmed or asymptomatic COVID-19 cases, as well as persons who have been in the same space as a confirmed or asymptomatic case, should not be accepted for the tour.
- 2.5 Remind group tour participants to bring enough medication and personal anti-epidemic supplies.
- 2.6 Collect and keep the contact information of: the travel agency through which tour enrolment was made; the travel agency organising the tour; the contact person of the receptive travel agency in Macao; tour leaders, tour guides and other working staff accompanying and receiving the tour; and tour group members. Instant contact methods such as mobile phone and WeChat are preferred. Relevant records must be retained for at least 14 days.
- 2.7 During the continuance of employment, tour leaders and tour guides shall undergo nucleic acid testing once every 7 days (except when they are on leave or stop receiving tour groups for more than 3 days).
- 2.8 Prepare adequate anti-epidemic materials in advance, such as spare masks, thermometers, hand sanitizer, cleaning and disinfection consumables, etc.
- 2.9 Prepare a record sheet to register the details of the itinerary, including the time of

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entry and exit at each venue.

3 Points to note during the tour

- 3.1 Register the contact details of all group tour participants, including their contact information during the trip and back home.
- 3.2 Tour group members should be reminded of the requirements on personal hygiene and environmental hygiene during the trip.
- 3.3 Check body temperature of all members of the tour group and require them to present “Macao Health Code” on a daily basis (Green code is required).
- 3.4 If anyone is found to have a yellow or red “Macao Health Code”, or present with fever, dry cough, malaise, sore throat, decreased sense of smell or taste, diarrhoea or other respiratory symptoms, suspend his/her itinerary promptly and advise him/her to seek medical attention. Meanwhile, the tour guide should report to the affiliated travel agency for relevant follow-up.
- 3.5 When arranging seats for transport or other activities, guests from different travel parties should be spaced out as far as possible to allow for 1-metre social distancing, especially when masks cannot be worn.
- 3.6 Everyone in the tour group should wear a mask properly throughout the entire trip, except when mask removal is necessary, such as eating. Make sure serving chopsticks and spoons are used when sharing food, and avoid moving to other tables for toasting.
- 3.7 The mix of participants and their seating arrangements on the means of transport, dining table or other activities should be fixed when possible, and be recorded. For the restrictions on the number of people eating together and other important points to note, please refer to the “Prevent Novel Coronavirus Pneumonia – Points to Note for Organizing or Attending Meal Gathering Events”.
- 3.8 Details of the itinerary, including the time of entry and exit at each venue, should be recorded. If free time is available in the trip, ask participants to keep a detailed record of their movements for easy tracking in case of need.
- 3.9 Notify the Tourism Office and CDC of the Health Bureau in case a large number of members feel unwell.
- 3.10 Ensure the cleaning and disinfection of the means of transport and other articles for

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public use, particularly frequently touched surfaces. The said cleaning and disinfection should be conducted thoroughly after each tour.

- 3.11 Make sure the ventilation systems of the means of transport are functioning properly and are cleaned and maintained regularly.
- 3.12 Pay attention to the epidemic situation in various places and the information released by the respective authorities. Should there be an outbreak in a certain place involved in the planned itinerary, the relevant activities should be suspended as appropriate.
- 3.13 If, during the tour, there was a new epidemic involving the places / activity premises visited by the participants or affecting the contacts of the participants, suspend the tour and report to Macao or local health authorities.

4 After the tour

- 4.1 Remind members of the tour group that if, after leaving the tour, they are identified as a confirmed case or asymptomatic case of COVID-19, or a primary contact or secondary contact of such cases, they should promptly notify the receptive travel agency in Macao.
- 4.2 Pay attention to the epidemic situation in various places and the information released by the respective authorities, and keep in touch with the tour leaders, tour guides and tour members as necessary. Notify the Tourism Office and the Health Bureau in case any tour leader, tour guide or tour member is identified as a confirmed case or asymptomatic case of COVID-19, or a primary contact or secondary contact of such cases.

For guidelines on personal hygiene, environmental hygiene and disinfection, please refer the Special Webpage Against Epidemics: <https://www.ssm.gov.mo/PreventCOVID-19>.

Centre for Disease Control and Prevention,
Health Bureau of Macao Special Administrative Region Government