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CDEMA

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D I S A S T E R E M E R G E N C Y
M A N A G E M E N T A G E N C Y

Resilient States · Safer Lives

CDEMA Guidelines for Emergency Shelters and Shelterees during COVID-19

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Presentation Outline

- ❖ Present the CDEMA Guidelines for Emergency Shelters and Shelterees during a Pandemic / Epidemic (COVID-19)
- ❖ Open Discussion





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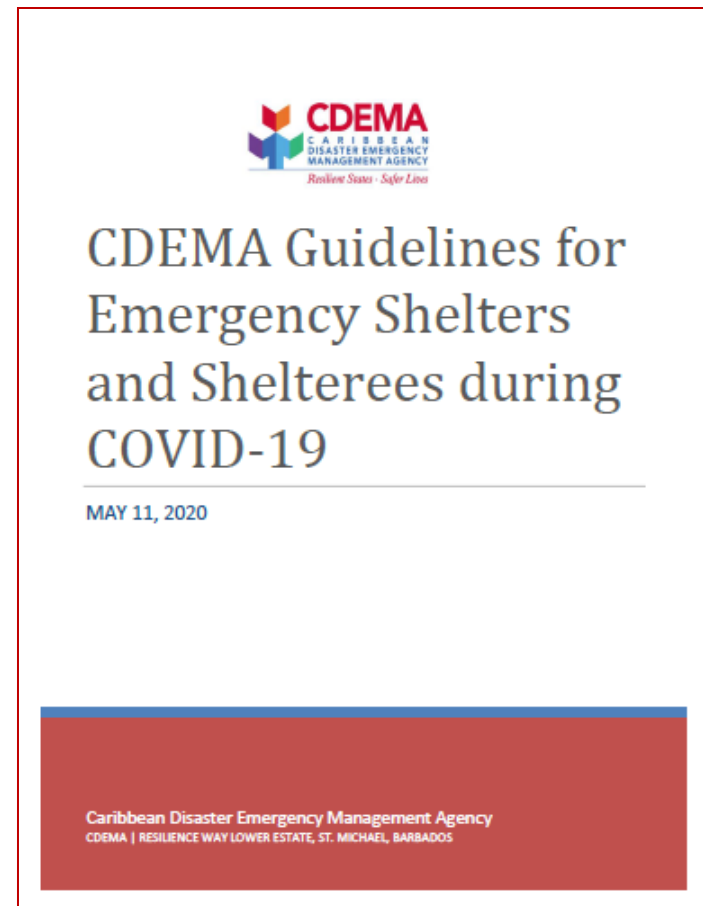
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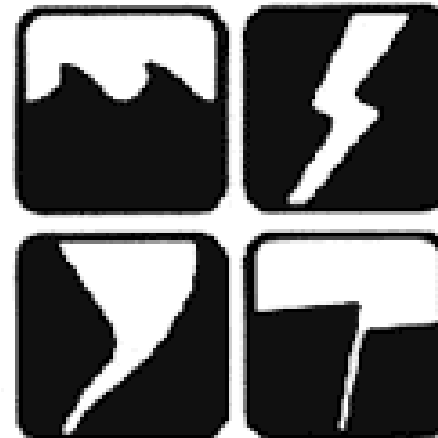




SECTIONS 1 & 2

INTRODUCTION & MULTI-HAZARD CONTEXT 2020

The initial sections of the document (**Sections 1 and 2**) seeks to present perspective by providing an Introduction as well as an outline of the multi-hazard context of 2020.



IFRC Minimum Standards In Shelters indicates that:

“Shelter is a critical determinant for survival in the initial stages of a disaster. Beyond survival, shelter is necessary to provide security and personal safety, protection from the climate and enhanced resistance to ill health and disease. It is also important for human dignity and to sustain family and community life as far as possible in difficult circumstances.”

[https://www.ifrc.org/PageFiles/95884/D.01.02.a.%20SPHERE%20Chap.%2004-%20shelter%20and%20NFIs %20English.pdf](https://www.ifrc.org/PageFiles/95884/D.01.02.a.%20SPHERE%20Chap.%2004-%20shelter%20and%20NFIs%20English.pdf)



International Federation
of Red Cross and Red Crescent Societies

IMPORTANTCE of Emergency Sheltering



Hurricane Irma – BVI 2017

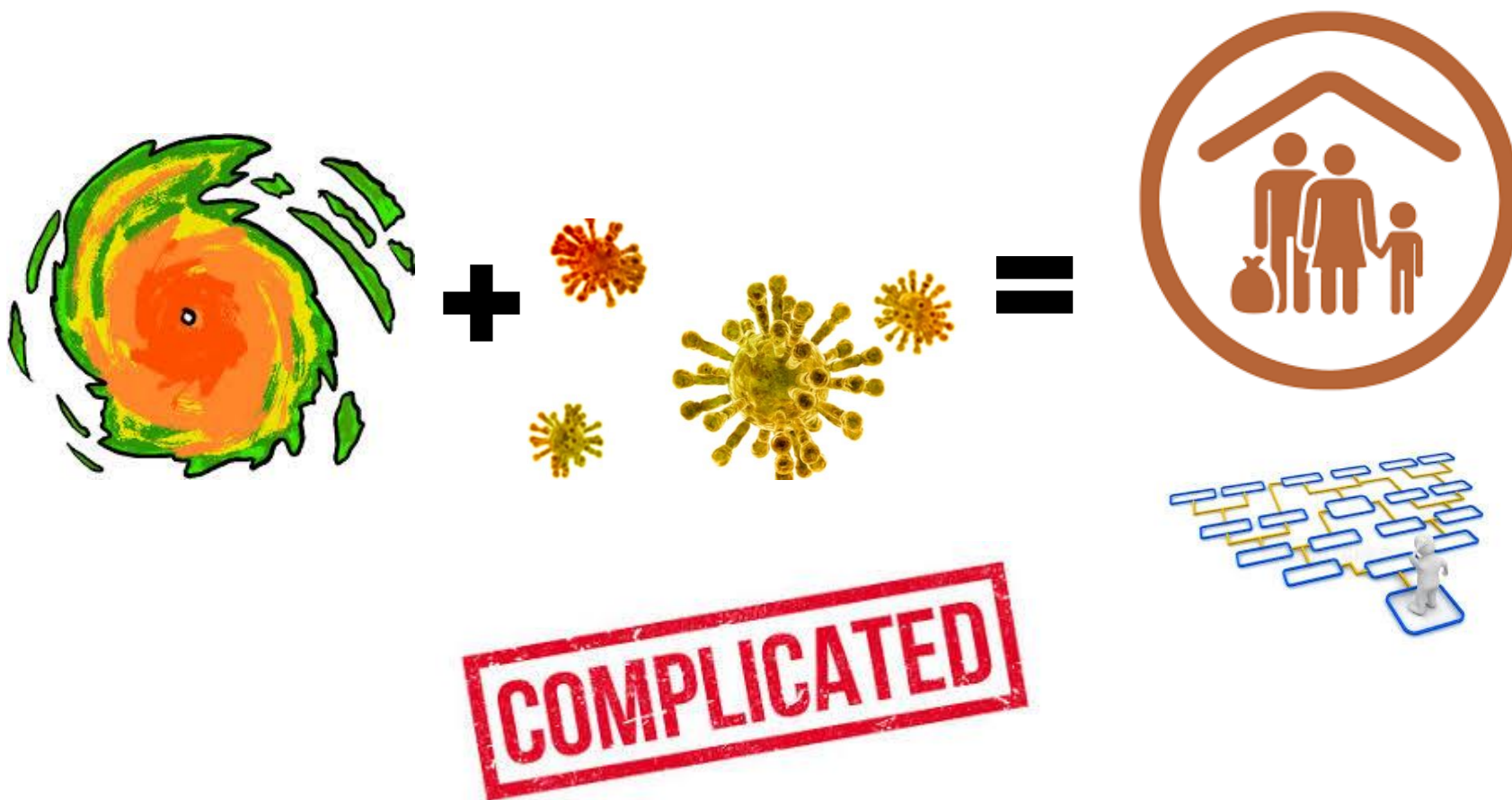


Hurricane Maria – Dominica 2017



Hurricane Dorian – Bahamas 2019

Complexity of Emergency Sheltering in 2020



UNHCR (The United Nations Commissioner for Refugees) Emergency Shelter Standard

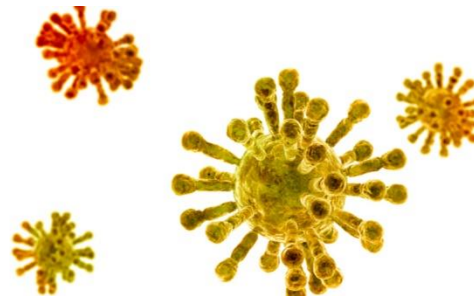
“Individual family shelter should always be preferred to communal accommodation as it provides the necessary privacy, psychological comfort, and emotional safety. It also provides safety and security for people and possessions and helps to preserve or rebuild family unity.”

<https://emergency.unhcr.org/entry/36774/emergency-shelter-standard>

Necessary Evacuation to Emergency Shelters



Storm/Hurricane
threat/impact



COVID-19
threat/impact



Necessary Evacuation
to Emergency Shelter



SECTION 3

PURPOSE

Purpose

To outline the guidelines for Emergency Shelters, Shelter Management Teams, and Shelterees to support the PSs in their planning for shelter operations within a COVID-19 Pandemic environment.

Addresses the following:

1. Preparation of Shelters for operating in a COVID-19 Environment
2. Basic screening of personnel in Shelters
3. Occupational Health and Safety
4. Safety guidelines for Shelterees
5. Maintaining healthy conditions within the Shelter
6. Optimization of the use of PPE within the Shelter
7. Physical distancing in Shelter settings





SECTION 4

SHELTER MANAGEMENT CYCLE

4-Phased Shelter Management Cycle

Phase 1: Preparedness (Pre-Event)

Phase 2: Early Warning

Phase 3: Emergency Response (During and After impact)

Phase 4: Early Recovery and Rehabilitation (Post Event)

Emergency Shelters should close when:

- a. There is a viable shelter solution in place for shelterees,
- b. Assistance and service provision phased out – normally linked to lack of resources or end of donor support,
- c. Safety and security threats have been addressed,
- d. Government decides to close shelters,
- e. Another transitional settlement solution is required.





SECTION 5

SHELTER GUIDELINES

GUIDELINES FOR OPERATING IN AN EPIDEMIC-PANDEMIC (COVID-19) ENVIRONMENT

- 5.1. Preparations of Shelters for operating in an Epidemic-Pandemic (COVID-19) Environment
 - 5.1.1. General COVID-19 Shelter Guidelines
 - 5.1.2. Considerations for Floor Space
 - 5.1.3. Public Health Requirements
 - 5.1.4. Shelter Management
 - 5.1.5. Other
- 5.2. Basic screening of personnel in Shelters
- 5.3. Occupational Health and Safety
- 5.4. Safety guidelines for shelterees
- 5.5. Maintaining healthy conditions within the shelter
- 5.6. Optimization of the use of personal protective equipment (PPE) within the shelter
- 5.7. Physical distancing in shelter setting
- 5.8. Closing of Shelters and Returning to Regular Use

GUIDELINES FOR OPERATING IN AN EPIDEMIC-PANDEMIC (COVID-19) ENVIRONMENT

5.1. Preparations of Shelters for operating in an Epidemic-Pandemic.

5.1.1. General COVID-19 Shelter Guidelines:

- a. Alternatives to opening Emergency Shelters, such as sheltering in place, should be considered during the COVID-19 pandemic.
- b. Hotels/dormitories and small shelters (fewer than 50 residents) should be prioritized over larger shelters. Large congregate shelters should be a last resort.
- c. Officials should demobilize large congregate shelters as soon as possible after the emergency phase and relocate residents to hotels/dormitories or small shelters for better social distancing.
- d. All shelter residents, even those without symptoms, may have been exposed to COVID-19 and therefore should self-quarantine after leaving the shelter in accordance with local recommendations.
- e. Higher risk shelter residents should be prioritized for COVID-19 testing and personal protective equipment if resources are available but limited.

GUIDELINES FOR OPERATING IN AN EPIDEMIC-PANDEMIC (COVID-19) ENVIRONMENT

5.1. Preparations of Shelters for operating in an Epidemic-Pandemic.

5.1.2. Floor Space Allocation:

Capacity of shelter – The IFRC “Minimum Standards in Shelter, Settlement and Non-Food-Items” suggests a that the initial covered floor area per person is at least 3.5 m² (38 sq feet) in ‘normal times’.

In an epidemic-pandemic environment a minimum of 7.5m² or 81 square feet per person is being recommended by CDEMA.

Temporary installation of partitions to divide spaces within the shelter per allocated square footage where feasible.

Use of schools – separate classrooms per families

Use of unoccupied hotels/hotel rooms
Consideration of additional spaces which may meet criteria, including existing work facilities for staff members.

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which may meet criteria, including existing work facilities for staff members.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.1. Preparations of Shelters for operating in an Epidemic-Pandemic.

5.1.3. Public Health Requirements:



- a. Placement of COVID-19 signage and safety tips in visible locations throughout the shelter: *Know the symptoms of COVID-19; Proper hygiene and sanitation.*
- b. Identification of spaces for and quarantine of suspected cases within a shelter until the “all clear” is given.
- c. Organization of basic health care within the shelter and clear coordination between the shelter management team and the health authorities to define clear procedures for management of suspected COVID-19 cases.
- d. Access to and consistent use of personal protective equipment (PPE).
- e. Adequate supply of cleaning products and frequency for conducting cleaning.
- f. Adequate supplies of water for handwashing or hand sanitizer.

GUIDELINES FOR OPERATING IN AN EPIDEMIC-PANDEMIC (COVID-19) ENVIRONMENT

5.1. Preparations of Shelters for operating in an Epidemic-Pandemic.

5.1.4. Shelter Management:

- a. Staggered shifts for shelter managers/ operators.
- b. Training for shelter managers in the identification of, and basic screening for COVID-19 symptoms; safe use and removal of PPEs; and disinfecting the physical spaces within the shelter.

5.1.5. Other:

- a. Gender and child protection considerations within the shelter.
- b. Assignment of security personnel to the shelter.
- c. Assignment of registered Health Workers to the Shelter (for COVID-19 and Psycho-social support)
- d. Access to the Government COVID-19 Hotline.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.2. Basic screening of personnel in Shelters.

Screening should include:

- a. Basic screening of staff, volunteers and shelterees should be done on intake and daily for all personnel within the shelter.
- b. Screening should be done for:
 - Fever (temperature checks)
 - New cough or change in cough
 - Shortness of breath; and
 - Other symptoms compatible with COVID-19 (e.g. muscle aches, headache, sore throat, runny nose).
- c. On admittance, shelterees should be screened for exposure to individuals who were unwell and may have COVID-19, as well as underlying health conditions (e.g. respiratory diseases like asthma, non-communicable diseases like diabetes, hypertension, cancer).

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.2. Basic screening of personnel in Shelters.

Screening should include::

- c. Screening for exposure to individuals who were unwell and may have COVID-19, as well as underlying health conditions
- d. Use of a physical barrier when screening: A physical barrier or a distance of two (2) metres/six (6) feet away from the person being screened. Screening should be conducted at the entrance or outside the shelter for all personnel.
- e. Any individual in fourteen (14) days home/self-quarantine, as a result of potential exposure to COVID-19, who requires shelter should be immediately placed in isolation within the shelter until arrangements can be made to transport them to a Government Isolation Facility (GIF).
- f. Considerations should be given on how to treat with a family where one person exhibits symptoms and others are asymptomatic, including issues which may arise if separated.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.3. Occupational Health & Safety.

Emergency Shelter Management staff and Volunteers' Guidelines include:

- a. Staff and/or volunteers should not report to work at an Emergency Shelter if they feel unwell, have had contact with a confirmed case of COVID-19 and/or have potential symptoms of COVID-19.
- b. Any staff or volunteer who becomes ill at the shelter should be sent home immediately if the hazard condition permits. If, the hazard condition does not permit the individual to leave the shelter, they should be placed in quarantine within the shelter until the “all clear” is issued.
- c. Adherence to recommended hygiene practices – wash or sanitize hands frequently and try not to touch their faces.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.3. Occupational Health & Safety.

Emergency Shelter Management staff and Volunteers' Guidelines include:

- d. Staff should wear gloves when touching personal belongings of shelterees.
- e. Staff and volunteers at high risk of severe COVID-19 (elderly and those with underlying health conditions) should not be assigned to perform screening of shelterees.
- f. Staff or volunteers doing cleaning in the shelter should wear PPE to include disposable masks, goggles, fluid-resistant apron, shoe covers and disposable gloves.
- g. Toilets, if possible, should be flushed with lids down to avoid drip splashes and spray clouds.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.4. Safety Guidelines for Shelterees.

Shelterees should:

- a. Notify the Shelter Management Team if they were in contact with a suspected or confirmed case of COVID-19 within the past 14 days.
- b. Walk with their PPE, mask (cloth or disposable), soap and sanitizer.
Notwithstanding this request, to ensure Social Protection is maintained, shelters should also consider maintaining a cache of PPE in sufficient quantities (disposable masks, gowns, gloves) to supply the shelter complement.
- c. Notify the shelter management team of any underlying illness that places them at high risk to COVID-19.
- d. Report any changes in their state of health to the Shelter Manager during their stay at the shelter.
- e. Observe and adhere to the physical distancing protocols within the shelter.
- f. Be mandated to wear their mask within the shelter.
- g. Adhere to the rules of the shelter.







GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.5. Maintaining Healthy Conditions within the Shelter.

- a. Make accessible hand sanitizer and/or soap and water near points of entry and throughout the shelter.
- b. Assignment of staff to conduct frequent cleaning of public use areas and surfaces (e.g. washrooms, handrails, light switches, doorknobs).
- c. Have an adequate supply or supplies for good hygiene, e.g.: hand sanitizers, cleaning and functional hand washing stations, soap, paper towels, trash receptacles.

Shelter Hygiene standards

Table 3:

Type	Description	
Bathrooms		1 toilet per 20 females 1 toilet per 40 men 1 urinal per 40 men
Showers		1 per 30 people Must be gender-segregated (male and female)
Handwashing station		Handwashing stations must be in key areas e.g. common area/recreation, entrance of facility, bathrooms, dining area Must have soap and paper towel per 1/30 people
Kitchen/ Dining area		Kitchen should be cleaned on 3-hour intervals during use and dining area per shift Refer to Table 5 for cleaning solution As much as feasible possible, dining should be done in shifts to maintain a physical distance of (4.5 ft) from others, per person or family
Waste disposal		1 (48 or 64-gallon) garbage bin per 30 people a day Garbage bags per family
Wall-mounted hand sanitizers		Place dispenser of alcohol-based sanitizer in visible places E.g. entrance of facility, common area/recreation, sleeping area, isolation area

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.5. Maintaining Healthy Conditions within the Shelter.

h. Further, PAHO Guidelines recommend that:

1. Cleaning of waste containers should include the use of disinfection, cleaning with water and soap and then spraying or wiping with 0.5% chlorine-based disinfectant.
2. Common and high-touch surfaces should be cleaned at least twice daily with 70% alcohol solution.
3. Floors should be cleaned daily or more frequently if a spill occurs with 0.1% chlorine solution. Air dry for 10 minutes.
4. Bathrooms should be cleaned and disinfected at least once a day (0.1% chlorine solution). Also, the use of household soap or detergent for cleaning first and then, after rinsing, regular household disinfectant containing 0.5% sodium hypochlorite, leave for 10 minutes then rinse.
5. Any form of bedding should not be shaken out within the shelter, but outside downwind of the shelter and away from people. Bed linen should be washed twice weekly, with chlorine solution added to the detergent.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.6. Optimization of the use of Personal Protective Equipment (PPE) within the shelter.

Guidelines for the efficient use of PPE include:

- a. Shelter staff should be trained on the safe use, care, and limitations of PPE.
- b. Shelter staff should be informed of the proper application and disposal of PPE.
- c. ALL shelter staff (including volunteers) should wear the required PPE while operating within the shelter.

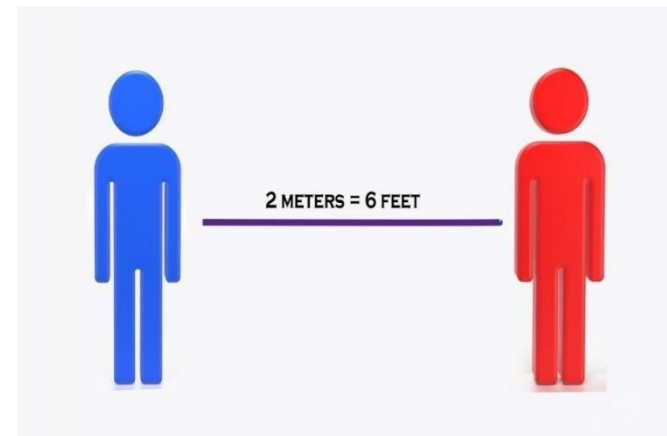


GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.7. Physical Distancing in the shelter setting.

Physical distancing protocols for the prevention of human to human transmission of COVID-19 dictate that persons should keep two (2) metres/six (6) feet distance from each other.

Staff and shelterees should practice physical distancing within the shelter as much as possible.



GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.7. Physical Distancing in the shelter setting.

Guidelines for physical distancing in shelters include:

- a. Adherence to the maximum capacity of the shelter that would allow for correct physical distancing. Shelter capacity in this context should be communicated so that catchment areas may be aware.
- b. Schedule staggered use of common spaces.
- c. Avoid activities that bring residents or staff close together.
- d. If queues are required, mark off two (2) metres/six (6) feet spaces to guide personnel in queues.
- e. Create at least two (2) metres/six (6) feet spaces in-between sleeping areas.
- f. Arrange individual sleeping stations so that shelterees lay head-to-toe.
- g. Maximize ventilation within shelter if hazard conditions permit.
- h. As shelterees will need to unmask for meals, physical distancing should also be observed at eating stations.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.7. Physical distancing in the shelter setting.

Guidelines for physical distancing in shelters include:

- i. Be diligent in following hygiene and food safety rules:
 1. Keep food covered as much as possible,
 2. Do not share eating utensils and containers,
 3. Where possible use biodegradable, disposable eating utensils and containers,
 4. Wash hands before eating and when handling shared objects,
 5. Assign staff to dispense food into shelterees plates or use pre-packaged containers,
 6. Clean the kitchen surfaces frequently,
 7. Clean the dining area in-between use,
 8. If dining space is limited, stagger mealtimes,
 9. Encourage eating outside if the hazard condition permits,
 10. If possible, staff assigned to housekeeping duties should not be involved in food preparation or service.

GUIDELINES FOR OPERATING IN AN EPIDEMIC- PANDEMIC (COVID-19) ENVIRONMENT

5.8. Closing of Shelters and Return to Regular Use

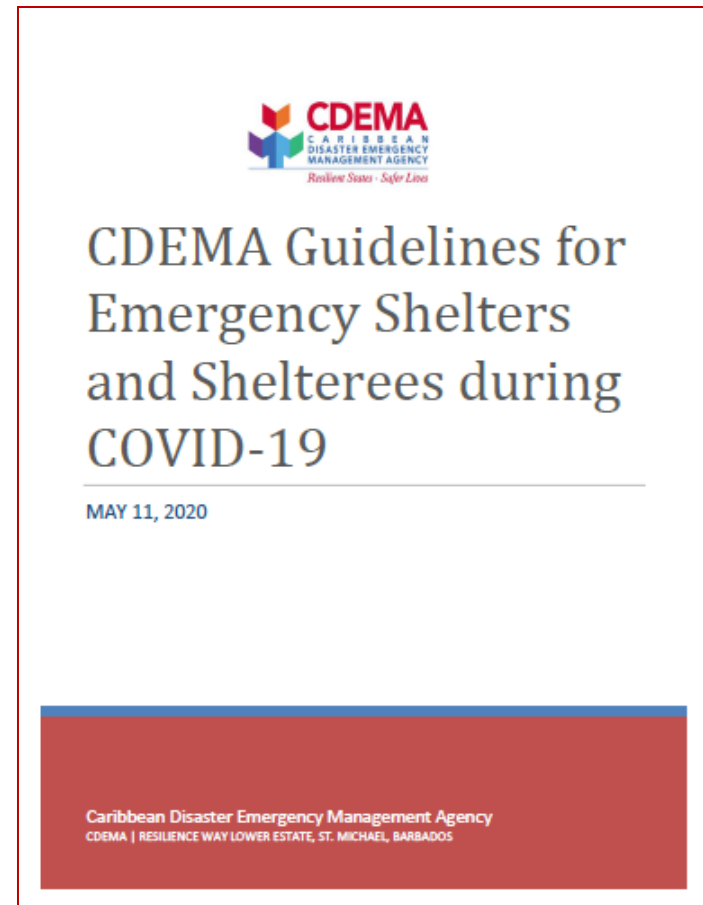
- a. Closing of Emergency Shelters should include the de-registering shelterees to allow for any future Contact-Tracing requirements.
- b. Persons de-registering from shelters should be tested for COVID-19 to ensure that symptomatic persons are not sent back into communities but instead isolated.
- c. Isolation areas should be thoroughly cleaned and sanitized and inspected by Health authorities before returning to normal use





Post-disaster resource availability may limit the ability to apply the guidance recommended in the document.

Best efforts should be made to implement this guidance to the extent possible.





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6.0. REFERENCES

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CDC Interim Guidance for General Population Disaster Shelters During the COVID-19 Pandemic
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

PAHO Caribbean Shelter Guide – COVID-19 Considerations [Interim Guidance for Caribbean Countries in light of COVID-19]
https://iris.paho.org/bitstream/handle/10665.2/52170/PAHOPHECPICCOVID-19200020_eng.pdf?sequence=5&isAllowed=y³⁶



THANK YOU



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