

# ADMIRAL COVID-COMPLIANCE LICENSEE GUIDANCE



**Updated November 2<sup>nd</sup> 2021**

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## WALES – COVID CERTIFICATION

**(UPDATED OCTOBER 1<sup>ST</sup> 2021)**

Wales' vaccine certification (or proof of a negative test within 48 hours) process will come in to force on **11<sup>th</sup> October**. The Welsh Government's regulations have been published ([here](#)). In summary, the covered premises are:

- Nightclubs and other places where music is provided for dancing if they serve alcohol and are open at any time between midnight and 5 a.m. (and the requirement to have a COVID pass applies to such premises at any time, including times outside these hours, if they are open and are providing music for people to dance – however the requirement only applies during the times that music for dancing is being played);
- Premises where an event is being held with over 10,000 people in attendance if they are all seated, or over 500 indoors and 4,000 outdoors if they are not all seated.

There are specific exemptions set out in the regulations, for example for weddings, civil ceremonies and wakes where certification is not required. Similarly staff and volunteers are not required to show a pass.

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## SCOTLAND – COVID CERTIFICATION SCHEME

**UPDATED NOVEMBER 2<sup>ND</sup> 2021**

### *Scotland – Letter from Finance Secretary on Importance of Baseline Measures*



Letter from the  
Cabinet Secretary for

Please find attached a letter from Kate Forbes MSP, the Cabinet Secretary for Finance underlining the importance and need to maintain current baseline measures to avoid further, more restrictive measures. The NHS appears to be under significant strain at the moment and there are concerns about the number of cases which will be driven by COP26 taking place in Glasgow.

In addition to vaccine certification for certain businesses, there are three other areas that are still required by law:

- it continues to be the law (unless for some specific exemptions), that face coverings must be worn in most indoor settings and continue to be required on public transport;
- as before, hospitality (restaurants, cafes, bars, pubs, hotels where food/drink consumed on the premises) and now since the opening of the night-time sector, entertainment venues (nightclubs, dance halls, discos and sexual entertainment venues) are required to collect the contact details of customers so that Test & Protect can continue to contact-trace positive cases;
- as before, businesses, services providers and places of worship must have regard to SG guidance about measures to minimise risk of exposure to coronavirus relating to their business, service or premises.

Alongside these the SG urge all businesses to continue implementing measures which will help us suppress the virus including:

- support staff to self-isolate if they are asked to do so by the NHS;
- regular testing of staff to help break the chains of transmission;
- support staff to work from home where possible and appropriate to reduce the ability of the virus to transmit;
- keep your premises as well ventilated as possible.

**UPDATED OCTOBER 21<sup>ST</sup> 2021**

### *Scotland – Update to Certification Apps*

The Scottish Government are updating the [Vaccine Certification Scheme Apps as part of planned changes](#) to reduce the amount of personal information which is shared.

Businesses using the [COVID Check verifier](#) need to update the App to make sure they are using the most recent version where the QR code shows a green tick when scanned. The simplest way to update the app is to delete and reinstall. Alternatively, you can follow the instructions for [Android devices](#) or for [Apple devices](#).

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Further information can be found in the following material:

- The [technical guidance available for businesses and event organisers has been updated](#) with instructions you can follow to update the COVID Check app.
- The [toolkit for businesses and event organisers](#) has been updated.

The Scottish Government have also made the following updates to the COVID vaccine certification guidance for businesses and event organisers (the guidance which sets out the detail of the scheme):

- Added a Q&A section for the hospitality sector which was developed with industry
- Added an example of a completed compliance plan as an illustration of good practice.

**UPDATED OCTOBER 20<sup>TH</sup> 2021**

## *Scotland – New FAQ Document from Scottish Government on Covid Certification*

The Scottish Government have published a new Frequently Asked Questions document to accompany the official guidance for Covid Certification.

Viewable here: [Coronavirus \(COVID-19\): vaccine certification scheme - information for businesses and event organisers - gov.scot \(www.gov.scot\)](#)

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## Ventilation as a mitigation of COVID-19 transmission – guidance for pubs

*New ventilation guidance* ([here](#))

Ventilation of enclosed spaces is identified as an important measure for keeping customers and staff safe. The guidance confirms that:

- There are different ways of providing ventilation, including mechanical ventilation using fans and ducts, natural ventilation which relies on passive flow through openings (doors, windows, vents) or a combination of the two.
- HSE guidance on ventilation and air conditioning explains how to identify those spaces and steps to take to improve ventilation. [Read advice on air conditioning and ventilation from HSE.](#)

### **Key points**

- It is well-accepted that improving ventilation for an indoors space can reduce the risk of transmission of the virus carried in aerosol particles, alongside other mitigation measures.
- There are practical, no-cost means of improving natural ventilation as set out in guidance from the Health and Safety Executive (HSE).
- Current government guidance to the hospitality sector refers directly to the HSE guidance and does not specify any prescribed standard of ventilation or specific equipment.

### **Tips for better ventilation (per HSE guidance)**

#### [Why ventilation is important](#)

- Good ventilation reduces the concentration of the virus in the air and therefore reduces the risks from airborne transmission. This happens when people breathe in small particles (aerosols) in the air after someone with the virus has occupied an enclosed area. However, ventilation will have little or no impact on droplet or contact transmission routes.

#### [Balancing ventilation with keeping people warm](#)

- Good ventilation is a balance between making sure premises are warm but keeping a flow of air going through an area. Simple steps, such as partially opening windows, can be taken to ensure ventilation is maintained. [Natural ventilation](#) can be used with heating systems to maintain a reasonable temperature.

#### [Identifying poorly ventilated areas](#)

- Look for areas where there is no [mechanical ventilation](#) or no natural ventilation, such as opening windows and vents etc, unless doors are opened very frequently
- Check that mechanical systems provide outdoor air, temperature control or both. If a system (e.g. a local air conditioner) is recirculating only and doesn't have an outdoor air supply, or a separate source of outdoor air, the area is likely to be poorly ventilated
- Identify areas that feel stuffy or smell badly

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- Use carbon dioxide (CO<sub>2</sub>) monitors to identify the CO<sub>2</sub> levels to help decide if ventilation is poor. CO<sub>2</sub> monitors are most effective for areas that are regularly attended by the same group of people. They are less effective in areas with low numbers of people

## [How to improve ventilation](#)

- The more people occupying an area that is poorly ventilated, and the longer they remain in it, the greater the risk of transmission. Singing, shouting and aerobic activities generate higher levels of aerosol and increase the risk further, so consider these factors when ensuring you have adequate ventilation.

## [Natural ventilation](#)

- Natural ventilation can be provided through open windows, or through other means such as vents. However, fire doors should not be propped open.
- Do not to completely close windows and doors when the area is occupied as this can result in very low levels of ventilation.
- Lower temperatures and likely windy weather conditions in the winter months will increase the natural ventilation through openings. This means you don't need to open windows and doors as wide, so partially opening them can still provide adequate ventilation while maintaining a comfortable temperature. Opening higher-level windows is likely to generate fewer draughts.
- Airing rooms as frequently as you can will help improve ventilation. This involves opening all doors and windows wide to maximise the ventilation in the room. It may be easier to do this when the room is unoccupied or between uses.