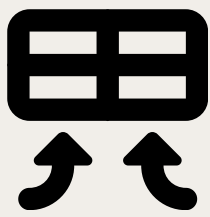


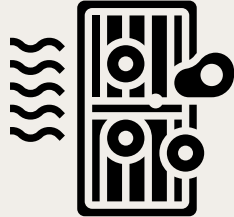
# GUIDANCE NOTE ON VENTILATION AND INDOOR AIR QUALITY (IAQ) FOR PUBLIC AREA SETTING DURING COVID-19 PANDEMIC



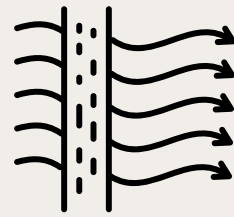
## 1 ENGINEERING CONTROLS



Increase outside-air ventilation



Increase air filtration

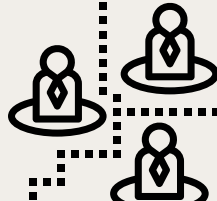


Adjust or reconfigure air flows

## 2 ADMINISTRATIVE CONTROLS

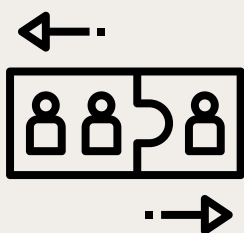


Reduce crowd or occupancy



Limit the use of small spaces that are shared

## 3 RECONFIGURATION OF BUILDING SPACES AND FURNISHINGS



Use partitions to reduce risks of transmission and minimize direct air flow between people.

## 4 CLEANING AND DISINFECTIONS



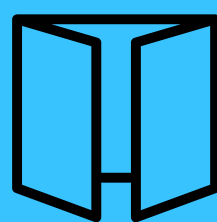
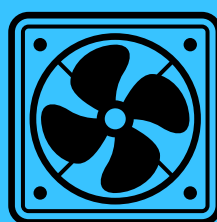
- Cleaning and disinfection is recommended where there has been a suspected or confirmed case of COVID-19 within the last 24 hours.
- If more than 24 hours after suspected / confirmed cases, cleaning is enough unless there is high index transmission.
- If more than 3 days have passed since a suspected / confirmed case, no additional cleaning then usual cleaning is required
- Risk of transmission can be reduced by wearing masks consistently and correctly, practicing hand hygiene, cleaning, and taking other measures to maintain healthy facilities.

## 5 MEASURES FOR AIR-CONDITIONED PREMISES WITH MECHANICAL VENTILATION AIR CONDITIONING (MVAC)

- Ensure MVAC system are fully functioning.
- Maximise ventilation for indoor air dilution.
- Maximise outdoor air intake and supply by setting.
- Minimise indoor air recirculation; use high-efficiency filters in AHUs to treat recirculated air

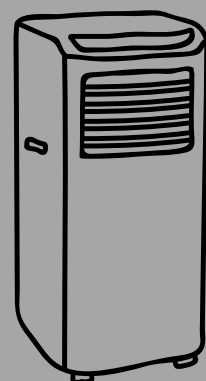
## 6 MEASURES FOR NATURALLY VENTILATED PREMISES

- Improve ventilation, consider adding window or wall mounted exhaust fans.
- Improve air supply and increase ventilation rate.



## 7 MEASURES FOR ENCLOSED AIR-CONDITIONED PREMISES WITHOUT MECHANICAL VENTILATION PROVISION

- Increase ventilation and air exchange rate.
- Install window-mounted exhaust fans.
- Use portable air cleaner in enclosed space.
- Ensure there are no leakage of air into any occupied space.



Portable air cleaner



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