

## SAFETY PLAN

for the Zug Castle Museum (COVID 19)

last updated on 13th September 2021

### 1. Covid-19 certificate now mandatory

- A Covid-19 certificate is mandatory in all publicly accessible rooms of the museum for all guests aged 16 and over. To check the validity, guests have to show the certificate and an identity card at the Welcome Desk. It is controlled with the Swiss Covid Certificate app. Personal data are not saved.
- All visitors are obliged to wear a mask until the Covid-19 certificate is validated at the Welcome Desk.
- Children from 12 years (younger as 16 years) are required to wear a mask.
- In the outdoor area of the museum there is no mask requirement and no certificate required.

### 2. Hand hygiene

- Hand sanitiser will be provided for visitors in front of the entrance, at the welcome desk, at the cloakroom, and at the lift (ground floor).
- Washing facilities in the toilets will be equipped with soap and water and disposable paper towels.
- Visitors must disinfect their hands on arrival at the museum.
- For hygienic reasons, payment should preferably be made by card, not cash. If it is not possible for you to pay by card, the exact amount may be placed in the repository provided.
- Visitors will be issued with touch-screen pens for the media stations and touch-screens. Once they are returned, they must be thoroughly disinfected before being used again.

### 3. Social distancing

- It is recommended to keep a distance of 1.5 metres between each other (except to members of the same family/children) whenever possible.
- Staff working at the Welcome Desk will be separated and protected from visitors by a plexiglass screen, markings show visitors how to stay 1.5 metres apart. Guests queuing at the Welcome Desk should wait in front of the entrance or in the cafeteria.
- Due to narrow spaces we recommend a short stay in some rooms and no mixing of guest groups:
  - o Fifth floor, studio
  - o Fourth floor, room for children
- The indoor cafeteria will be operating in compliance with the following protective measures:
  - o There is a minimum distance of 1.5 m between seated guests. Consumption is only permitted while seated. Tables are cleaned regularly and additional disinfectants are available.
  - o Masks are compulsory in the whole castle for children and adolescents over 12 of age (younger as 16 years). Masks can be taken off at the table.
- The terrace of the cafeteria will be operating in compliance to the rules of social distancing, including a minimum distance of 1.5 m between seated guests. Tables are cleaned regularly and additional disinfectants are available.
- The museum opening hours may be changed as required. Details will be published on [www.burgzug.ch](http://www.burgzug.ch).

### 4. Cleaning

- Museum premises must be cleaned and disinfected regularly. Cleaning must be recorded as appropriate in a cleaning log.

- Surfaces that are touched frequently must be regularly cleaned and disinfected. Such surfaces include lift buttons, door handles, handrails, display cases, touch-screens, office materials, telephones, computer keyboards, payment terminals, etc.
- Zug Castle Museum must be fed with a regular supply of fresh air.
- All bins must be emptied regularly by staff wearing single-use gloves, which must be disposed of immediately after use.

## **5. Individuals suffering from COVID 19**

- Any visitors showing suspected symptoms of COVID 19 will be sent home immediately and should contact their doctor.

## **6. Provision of information**

- The public will be informed:
  - o In advance (Website) and on the spot about the measures undertaken and about expected modes of behaviour.
  - o That the staff of museum is authorised to intervene in cases of hazardous behaviour. The staff will warn visitors if the instructions are not sufficiently respected and ask visitors to comply for everyone's comfort.
- The official communications of the FOPH are displayed on museums premises.

## **7. Museum activities**

- For events at the entire area of the castle (museum, castle courtyard and moat) the maximum number of guests allowed is 233 people.
- For indoor events, a Covid-19 certificate is mandatory for all guests aged 16 and over. Children and adolescents aged 12 to 16 must wear a mask. The hygiene regulations of the FOPH must be observed. It is recommended to keep distance between guests whenever possible. Contact details can be included.
- The contact details (first name, name, address, phone number, E-Mail) of participants will not be used for any other purpose. The details are retained for two weeks and then will be destroyed. Data protection is guaranteed. In case of families or other groups with people known to one another, the contact details of one person from the family or group concerned are sufficient.
- For events, the museum appoints a person who is responsible for compliance with the protection concept during the event.

## **8. Responsible person**

- The Directorate of Museum Burg Zug is responsible for implementing the measures of this overall protection concept and is also the contact person for the authorities.

Zug Castle Museum

Director



Dr Marco Sigg