

**Preventive measures for COVID-19
implemented by the Legislative Council Secretariat
(Updated on 4 September 2020)**

In view of the latest situation of the COVID-19 epidemic, the Legislative Council ("LegCo") Secretariat ("Secretariat") will implement the following arrangements from 7 September to 4 October 2020:

- (a) the Public Complaints Office will provide counter services from 10:00 am to 4:30 pm from Monday to Friday (except public holidays);
- (b) the Archives will provide services from 10:00 am to 4:30 pm from Monday to Friday (except public holidays) and will accept public visits by appointments; and
- (c) the LegCo Library will remain closed until 13 September for stock-taking but it will continue to provide enquiry services during the period; starting from 14 September, the LegCo Library will resume services from 10:00 am to 4:30 pm from Monday to Friday (except public holidays) and will accept public visits by appointments.

2. The following arrangements will continue to apply:

- (a) all persons who are subject to compulsory quarantine will be denied entry into the LegCo Complex ("the Complex"). All Secretariat staff, others who work at the Complex and visitors who have had close contact with initially confirmed cases and confirmed cases of COVID-19 or persons who are subject to compulsory quarantine, will also be denied entry into the Complex;
- (b) all persons entering the Complex are subject to body temperature screening. Any persons who refuse to undergo body temperature screening or whose body temperature is higher than 37.5°C may be denied entry into the Complex;
- (c) the Complex is closed from 8:00 pm each day (or 30 minutes after the end of the last meeting of the day, whichever is the later) to 7:00 am the following day. All Complex users must leave before the closing time of the Complex;
- (d) Members' Entrance 2*, Footbridge Entrance and entrance to the three-lift lobby at LG1 will be open from 7:00 am to 8:00 pm from Monday to Friday, or 30 minutes after the end of the last meeting of the day (whichever is the later);

[Members' Entrance 2 will be closed for works from 5 September to end-September 2020.]*

- (e) Public Entrance 2 and entrance to the four-lift lobby at LG1 will remain open from 7:00 am to 8:00 pm from Monday to Sunday, or 30 minutes after the end of the last meeting of the day (whichever is the later);
- (f) when meetings of LegCo and its committees are held, a maximum of five members of the public will be admitted to observe each meeting with a view to reducing the number of attendees at the Public Galleries of the Chamber/conference rooms;
- (g) the Secretariat will adopt flexible working and lunch hours according to the operational needs of individual divisions;
- (h) the facilities of the Complex will be cleaned and disinfected more frequently;
- (i) all persons entering the Complex are required to walk on the disinfectant floor mat at the entrance before entry;
- (j) hand sanitizers are provided at the reception counters, pantries and toilets; and
- (k) the LegCo Cafeteria remains open but will implement the requirements applicable to catering premises.

3. Complex users are strongly advised to maintain good personal hygiene (including wearing surgical masks and performing hand hygiene at all times), minimize the number of people gathering when conducting any activities inside the Complex, and keep abreast of the latest health information disseminated by the Centre for Health Protection:

<https://www.chp.gov.hk/en/index.html>



Website of the Centre for Health Protection

4. The Secretariat will review the relevant epidemic prevention measures and announce the latest arrangements in due course in the light of the development of the epidemic.

5. For enquiries, please contact the Estate and Security Office at 3919 3044.