

Public Health Services

Fitness Facilities & Gyms Assessment Form

These standards apply, until rescinded or amended by Public Health Authority, to all Fitness Facilities & Gyms. Adherence to these measures will help to ensure the safety of staff and clients.

Name of Premises:

Type of facility/service:

License Number (if applicable)

Owner:

Occupier:

Contact Number:

Location of Establishment:
.....

Inspecting Officer (s):

Date of assessment:
.....

General Hygiene and Cleanliness

S- Satisfactory NS – Not Satisfactory N/A- Not Applicable

SOCIAL DISTANCING				
Ensure at least 1m between individuals				
	S	NS	N/A	Comments
Facility is controlling customer entries and exits and limiting occupancy as per premises capacity at all times by means of scheduled appointments				
The number of clients admitted on the premises at any one time is displayed in a conspicuous place				
All equipment (weights, machines, treadmills, bikes) etc. are spaced, maintaining physical distancing at all times. If spacing of equipment is not possible, some equipment are blocked off or closed to ensure distancing.				
Physical contact of Personnel/Trainers with clients is kept to very minimum				
Aisles are kept free of obstacles with at least 1.5m spacing				
Adequate ventilation for enclosed spaces is maintained (e.g., open doors and windows)				
Visual markers(boundaries, walkways, signage) are installed to encourage customers to remain at least 2m apart while moving throughout the space				
Consider establishing workout zones to encourage customers using free weights, dumbbells, etc....				
No Collective/Group classes to be conducted				
High Intensity Interval training should be discouraged, unless safe social distancing can be maintained				
Physical barriers such as Plexiglass is installed at the service counter where practical				
Contactless payment and sign in method are encouraged				
HYGIENE PROTOCOLS				

Apply robust hygiene protocols					
Posters and instructions on hygiene and measures prominently displayed					
Hand sanitizers available throughout the space for customers and staff to disinfect their hands and equipments before and after use					
Hand hygiene stations in key areas such as at the entrance, toilets etc..					
Adequate supply of liquid soaps and disposable paper towels in the toilet facilities.					
Foot Operated covered bins for disposal of tissues and paper towels are available					
Trainers to wash hands before and after each training session and sanitize frequently during each session					
Clients to use towels and personal exercise equipment; shared equipment are must be sanitized in between each use					
Customers to use one piece of equipment at a time in order to facilitate required sanitizing					
Clients must use their own water bottles, and common water fountain or dispenser should be avoided					
STAFFING & OPERATIONS					
Include safety procedures in the operations					
Record keeping of staff arriving for duty daily, including temperature screening (maintaining a log book to support for potential contact tracing)					
Notices of important health information and relevant safety measures are displayed prominently to guide staff clients.					
Adequate personal protective equipment provided as required for staff (I.e: masks); personal trainers must wear face coverings					
Adequate supply of liquid soap, disposable paper towels, and bins in staff welfare facilities					
Measures in place to avoid overcrowdings of staff during breaks					

Updated guideline and standard operating procedure for employees to stay at home if unwell					
Updated guideline and standard operating procedure for employee who develop symptoms at work					
Ensure reservation policy on “no appointment no entry” to inform the client that they will not be allowed in the facility without an appointment.					
Ensure entry policy on “no mask no entry” to inform the client that they will not be allowed in the facility without proper wearing of mask.					
Ensure no lingering: ‘In/Out’ policy					
Increased Vigilance					
Temperature check practiced at the entrance and record keeping of clients(maintaining a log book to support for potential contact tracing)					
Designate an isolation area with adequate ventilation for segregation of sick customers/staff who develops signs of illness, pending arrival of health personnel					
CLEANING & DISINFECTING Incorporate robust hygiene protocols					
Cleaning schedule and checklist to monitor cleanliness					
Cleaning and disinfection of entire facility (frequently touched surfaces more regularly). (i.e.: equipment handles, seats, door handles etc.) after every appointment					
Frequent disinfecting of heavy transit areas and high-touch surfaces (e.g., doorknobs, fitness equipment; dumbbells) immediately after each use.					

