

## PA Haze Response Plan for PA Trainers

(Updated as at 11 Oct 2023)

**(For PA Trainers' Internal Use Only. Do Not Disclose to the Participants/Public)**

### How to Plan for Activities/Courses During Haze

- 1) When planning for next day activities/courses, organising GROs would refer to the NEA 24-hour PSI forecast readings and PA's recommendation in **Table 1** below.
- 2) On the actual day, organising GROs would refer to **Table 2** for the 1-hour PM<sub>2.5</sub> readings 3 hours before the activity/course is starting, to decide whether the activity/course should proceed, cancel or postpone.
- 3) Refer to Annex A for guidelines to suspend courses.

**Table 1 – For Next Day Activities/Courses**

Location		Indoor with Aircon	Indoor w/o Aircon <sup>1</sup>	Outdoor
Phase	24-hour PSI	Recommendation for activities/courses organised by or located at People's Association premises		
1	0 - 100 Good to Moderate	✓ Physical ✓ Non-Physical	✓ Physical ✓ Non-Physical	✓ Physical ✓ Non-Physical
2	101 – 200 Unhealthy	✓ Physical ✓ Non-Physical	✓ Physical* ✓ Non-Physical  <i>(*Persons with chronic medical conditions, elderly, pregnant women, children, and persons with lung disease or heart disease should avoid prolonged and strenuous physical exertion. Organisers should conduct risk assessment on activity/course and develop contingency plan)</i>	✓ Physical* ✓ Non-Physical  <i>(*Persons with chronic medical conditions, elderly, pregnant women, children, and persons with lung disease or heart disease should avoid prolonged and strenuous physical exertion. Organisers should conduct risk assessment on activity/course and develop contingency plan)</i>
3	201 – 300 Very Unhealthy	✓ Physical ✓ Non-Physical	✗ Physical ✓ Non-Physical	✗ Physical ✗ Non-Physical
4a	301 - 400 Hazardous	✗ Physical ✓ Non-Physical	✗ Physical ✗ Non-Physical	✗ Physical ✗ Non-Physical
4b	Above 400 Hazardous	✗ Physical ✗ Non-Physical	✗ Physical ✗ Non-Physical	✗ Physical ✗ Non-Physical

Table 2 – On the Actual Day of Activities/Courses

Below is the personal guide^ for the 1-hour PM<sub>2.5</sub> readings for reference 3 hours before the outdoor activities/courses is due to start:

BAND 1 (NORMAL) (0 - 55 µg/m³)	BAND 2 (ELEVATED) (56 - 150 µg/m³)	BAND 3 (HIGH) (151 - 250 µg/m³)	BAND 4 (VERY HIGH) (≥251 µg/m³)
CONTINUE with normal activities	REDUCE strenuous outdoor activity for the next hour  Vulnerable persons* – AVOID strenuous outdoor activity for the next hour	AVOID strenuous outdoor activity for the next hour  Vulnerable persons* – AVOID all outdoor activity for the next hour	MINIMISE all outdoor activity for the next hour  Vulnerable persons* – AVOID all outdoor activity for the next hour
<p>^ This guide is not intended to be prescriptive. For the general population, symptoms that may arise from short-term exposure such as throat or eye irritations are expected to resolve after withdrawing from the exposure.</p> <p>* Vulnerable persons include the elderly, pregnant women, children, and persons with chronic lung disease or heart disease.</p>			

Table 3 – Definitions

Definitions	
<p><b>Recommendation for PA Courses</b></p> <p>✓ Proceed</p> <p>✗ Suspend</p> <p><b>Organising of Courses</b> (Refer to Guidelines for Managing Courses in Annex A):</p> <p>Physical – Actions resulting in increased heartbeat and/or perspiration</p> <p>Indoor – E.g. Tuition, Cooking Lessons, Art &amp; Craft</p> <p>Outdoor – Sports, e.g. Kayaking, Rock Climbing, Football, Basketball</p> <p>– Martial Arts, e.g. Wushu, Tae Kwan Do, Tai Ji Quan</p> <p>Definition of <b>Indoor w/o Aircon<sup>1</sup></b> would include atrium spaces and outdoor tentage with side enclosures and equipped with ventilator blowers</p>	<p><b>Public Education</b> (Refer to Talking Points for Trainers in Annex B):</p> <p><b>Tier 1:</b></p> <ul style="list-style-type: none"><li>• Advise participants to take care of themselves</li><li>• Reassure participants who are concerned about haze risks</li><li>• Advise participants who need assistance to approach GROs</li></ul> <p><b>Tier 2:</b></p> <ul style="list-style-type: none"><li>• Repeat Tier 1</li><li>• Encourage participants to look out for and help one another</li><li>• Advise participants to remain calm, reduce prolonged outdoor physical activities/courses and maintain daily routine</li><li>• Encourage participants to wear N95 face masks if prolonged and physical outdoor activity/course is unavoidable</li></ul> <p><b>Tier 3:</b></p> <ul style="list-style-type: none"><li>• Repeat Tier 2</li><li>• Prepare participants psychologically that haze may last for a while</li><li>• Advise participants to minimize outdoor exposure</li><li>• Encourage participants to keep updated of latest development of haze situation through mass media</li></ul>

**Internal PA Guidelines for Managing Outdoor Events**

- The key considerations are to safeguard the well-being of participants, balance the need for normalcy during haze and ensure consistency in whole of PA management of outdoor events.
- In general, participants must exercise personal responsibility and refer to the Government Haze Advisory (GHA) to guide their decisions.
- For children attending the course with their parents/guardians, parents/guardians are responsible for the welfare of their children, and decide their participation according to the GHA.

**Guidelines to Suspend Courses That Fall Within Suspension Category**

- GROs will consider using the 1-hr PM<sub>2.5</sub> together with other factors (e.g. duration of event and exposure to haze, general health of event participants) in deciding whether to proceed, scale back, postpone or cancel their events.
- Suspension may take the form of either cancellation or postponement.
- Use of PA facilities and courses shall cease when an activity/course falls under the suspension category. For example, trainers shall be asked to cease the use of PA sports facilities when suspension applies.
- Once a trainer is informed by PA Staff that the course is to be suspended, the trainer should support the PA staff in contacting affected course participants of the cancellation or postponement as soon as possible that they may no longer proceed due to the PSI level. Similarly, for courses starting within the next 3 hours, trainers are to support PA staff in notifying course participants that their courses will not proceed. Where necessary, courses may be cancelled.
- For courses that are cancelled, refunds should be offered.
- For any cancellation/postponement of courses, an advance notice of at least 3 hours should be given to inform the participants.

**Guidelines to Proceed with Activities/Courses That Fall Within Suspension Category**

- Dealing with transient spikes
  - Trainers and course organisers should put in place suitable contingency plans (e.g. implement a temporary break in the outdoor programming) when the PSI spikes during the day of the event, with reference from the guidelines.
- Trainers should make regular announcements during the course requesting participants to take care of themselves and ready to be excused if they are under the vulnerable categories or feeling unwell.

**Public Communications**

- Trainers and course organisers should have plans to pre-emptively alert participants of any changes and/or cancellation of outdoor events.
- Trainers and course organisers need not proactively inform participants of the contingency plans to be taken during haze.
- Drawer lines have been developed to help organisers explain the use of PSI indicators to participants in the event of any such changes or cancellation of events/activities/courses.
- Please refer to [Annex C](#) for announcement messages and communications guidelines.

**Additional Notes**

- Children, the elderly and those with heart or lung diseases, should reduce prolonged or heavy outdoor activities/courses, and seek medical treatment early if they feel unwell.

**Talking Points for Trainers****1. Advise participants to take care of themselves.**

- Drink plenty of water, and stay indoors, avoid strenuous activity/course
- If you have heart or lung problems, be more careful
- See a doctor if you feel unwell
- Refer to MOH guidelines on Health Advisory for General Public and Workers

**2. Reassure participants who are concerned about haze risks**

- High PSI does not mean we are all at risk of falling sick
- Explain that risk depends on one's health, PSI level, duration of exposure and nature of activity/course
- Dispel notions that even the healthy should be using masks at all times
- Advise participants not to speculate and report rumours

**3. Advise participants who need assistance to approach GROs**

- Assure participants that GROs will help if they need assistance
- Trainers may approach GROs who may offer face masks to those who are sick due to haze
- Participants who need assistance may call the CC (please provide CC's phone number)

**4. Encourage participants to look out for and help one another**

- Advise participants residents to look out and offer help to friends, neighbours, needy and vulnerable residents such as children and the elderly
- Suggest that participants could help convey advice to those who do not follow the news (e.g. some elderly) on how to take care of themselves
- Let GROs know if you are aware of anyone that needs help

**5. Convey Calm and Normalcy**

- Advise participants to remain calm, reduce prolonged outdoor physical activities/courses and maintain daily routine
- Acknowledge that we may need to make some sensible adjustments to our lives. But remind participants not to over-react. We should lead our lives normally as far as possible
- Assure participants that the Government is well-prepared even if the haze is prolonged
- Prepare participants psychologically that the haze may last a while but it will pass

**6. Encourage participants to keep updated of latest development of haze situation through mass media**

- Watch TV news. Listen to radio. Read newspapers. Download NEA's MyENV phone app which gives PSI updates. Check <http://www.haze.gov.sg>
- The Government will keep the public up to date on the latest development of haze situation through mass media

Standard Announcement Messages should GROs decide to continue/proceed with activities/courses at Unhealthy Levels:

Dear Participants,

Due to the current haze conditions, NEA has advised that people with existing heart or respiratory ailments should reduce physical exertion and outdoor activity/course. In particular,

- Persons with chronic lung/heart diseases to refrain from participating
- Elderly and pregnant women and children to minimise (do as little as possible) prolonged or strenuous outdoor physical exertion
- Students <16 years of age to be excluded from participating in outdoor component of event

If you fall under the stated conditions and are feeling unwell, please seek appropriate medical consultation and excuse yourself from event/class.

Thank you for your cooperation.

Communications Guidelines and Messages should GROs decide to reduce/postpone/cancel activities/courses at Unhealthy Levels:

<p>In the situation of <b>reduction of programme</b>:</p> <p>&lt;&lt;name of programme&gt;&gt; will still be continuing at &lt;&lt;existing location&gt;&gt;.</p> <p>Please refer to the General Health Advisory issued by the Ministry of Health for information.</p>
<p>In the situation of <b>change of venue</b></p> <p>Due to the increased haze levels, &lt;&lt;name of programme&gt;&gt; at &lt;&lt;existing location&gt;&gt; will proceed, but will be held indoors at &lt;&lt;new location&gt;&gt; at &lt;&lt;time&gt;&gt;. We apologise for any inconvenience caused.</p> <p>For further information, please call/email &lt;&lt;contact no/email&gt;&gt;, or visit &lt;&lt;website&gt;&gt;.</p> <p>Please refer to the General Health Advisory issued by the Ministry of Health for information.</p>
<p>In the situation of <b>postponement of event</b>:</p> <p>Due to the increased haze levels, &lt;&lt;name of programme&gt;&gt; at &lt;&lt;existing location&gt;&gt; will be postponed as the well-being of our participants are of utmost priority. We apologise for any inconvenience caused. For further information, please call/email &lt;&lt;contact no/email&gt;&gt;, or visit &lt;&lt;website&gt;&gt;.</p> <p>Please refer to the General Health Advisory issued by the Ministry of Health for information.</p>
<p>In the situation of <b>cancelling of (outdoor component) event</b>:</p> <p>Due to the haze, &lt;&lt;name of programme&gt;&gt; at &lt;&lt;existing location&gt;&gt; will be cancelled as the well-being of our participants are of utmost priority. We apologise for any inconvenience caused, and would like to encourage everyone to remain indoors. Please note that the &lt;&lt;indoor component of event&gt;&gt; remains open from &lt;&lt;opening hours&gt;&gt;.</p> <p>Please refer to the General Health Advisory issued by the Ministry of Health for information.</p>
<p>In the situation of <b>cancelling of event</b>:</p> <p>Due to the increased haze levels, &lt;&lt;name of programme&gt;&gt; at &lt;&lt;existing location&gt;&gt; will be cancelled as the well-being of our participants are of utmost priority. We apologise for any inconvenience caused.</p> <p>Please refer to the General Health Advisory issued by the Ministry of Health for information.</p>