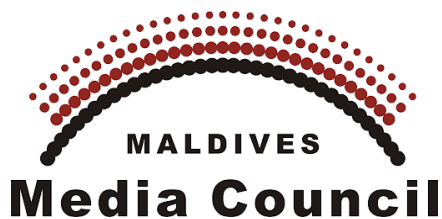


19-12-2019

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Endorsed by:



World Health Organization



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”19෧෧ දී නිකුත් කරන ලද රජයේ සේවයේ සේවය කරන
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تصویر: 3

ویدئو | سنسور ویدئو



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19-نومبر ۾ ٿيندڙ ڊيٽا ڇڏڻ
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6 - ڊيٽا
- 2

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8 - ڊيٽا
- 3

19-نومبر ۾ ٿيندڙ ڊيٽا ڇڏڻ
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11 - ڊيٽا
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2. မြေအောက်ရေ

• "דעם 10טן יאנואר 1940" יעדן טאג

Երբ ինքնաբերական օրենքի շնորհիվ ինքնաբերական
 օրենքի շնորհիվ ինքնաբերական օրենքի շնորհիվ ինքնաբերական
 օրենքի շնորհիվ ինքնաբերական օրենքի շնորհիվ ինքնաբերական

• བུ་སྐྱོད་ཀྱི་རྒྱལ་ཁབ་འཛུགས་སྐྱོང་གི་མཆོག་ཡིན།

[illegible]

• **فَسَمِعَ الرَّجُلُ مَوَازِينَ يُذَنَّبُ عَنْ رَبِّهِ وَأَيُّهُمُ الظَّالِمُونَ**

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4

سۆزۈڭىزنىڭ رەڭدەن ئۆتۈپ كەتسەن
رەڭدەن ئۆتۈپ كەتسەن



Տրանսպորտի անվտանգության միջոցառումներ

Մեր երկրում տրանսպորտի անվտանգության միջոցառումներն արդեն մեծ ծավալներ են առնում։ Այս տարի մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։

Մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։

Մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։

Մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։

Մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։

Մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։

Մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։

Մենք կենտրոնացնենք մեզ վրա մեծ խնդիրների վրա։



- 27

- [illegible]



5. $\frac{1}{2} \cdot \frac{1}{3} \cdot \frac{1}{4} \cdot \frac{1}{5} \cdot \frac{1}{6} \cdot \frac{1}{7} \cdot \frac{1}{8} \cdot \frac{1}{9} \cdot \frac{1}{10}$

١٩- وَاِذَا رَءَوْا سُورًا فَاصْطَبَعُوا بِهَا عُنْفُسَهُمْ فَاِنْ هِيَ اِلَّا سُبْحَةٌ

[illegible][illegible][illegible][illegible][illegible]

سید زین العابدین علیه السلام را که در کربلا شهادت دادند و بعد از آن در مدینه مدفون شدند.

[illegible]

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د تولا سر و سر و سر و سر و.

• دَسَرِ لَیْزِی / سِرْلَایْ مِی هَو دَسَرِ جِتو سَلَاک / سِر تِلَاک " رِ سِر سِر " ه سِر مِی دَسَر دَسَر رِس سِر قِی مِی سِر.

اَللّٰهُمَّ صَلِّ وَسَلِّمْ عَلٰى سَيِّدِنَا مُحَمَّدٍ وَعَلٰى اٰلِهِٖ وَسَلَّم

تَرْوُ نَافِثٌ دَحْرَتَر مَوْنِي عَسِر سُرْعَانِضْ لَدِسُو سُرْوَا.

• وَاِذَا جَاءَ سُرَّتُكَ فَمِنْ مَتَرٍ اَوْ غَمٍّ اَوْ نَفْسٍ زَاجِرَةٍ فَذَكَرْتَ مَا كُنْتَ تُغْتَابُ بِهٖ فَتَجِدَهَا حَكِيْمًا

«سر سر سار سر» و «تر تر تر تر»

[illegible]

دعای خیر و برکت و شفا و تندرستی.

• دَسَوِزْ لَمَوِزْ / سَرِ لَمَوِزْ مَورِ خِرِ اَزْ دِسْ / مَوِزْ مَوِزْ مَوِزْ / مَوِزْ مَوِزْ مَوِزْ مَوِزْ مَوِزْ مَوِزْ

[illegible][illegible]

• نَعْمَ وَتَرْتَضِيهِ لِي يَا أَدَمُ إِنَّكَ عَمَلٌ عَابِدٌ لَكَ وَفِيكَ

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[illegible][illegible][illegible][illegible][illegible][illegible][illegible]

اَللّٰهُمَّ اِنِّىْ اَسْأَلُكَ بِرَحْمَتِكَ الَّتِىْ رَحِمْتَ بِهَا نُوْحًا وَاِبْرٰهِيْمَ وَاِسْحٰقَ وَاٰدَمَ وَاَنْتَ اَعْلَمُ

[illegible][illegible]

- دښمن ته سپارښتې چې په خپلې سره له لاسه ورکړي او د دې په وړاندې خپلې سترگوۍ د سولې لارې ته لار هواره کړي. د سولې لارې ته لار هواره کړي او د سولې لارې ته لار هواره کړي.
- د سولې لارې ته لار هواره کړي او د سولې لارې ته لار هواره کړي. د سولې لارې ته لار هواره کړي او د سولې لارې ته لار هواره کړي.
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၉. နိဗ္ဗာန်

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فَإِذَا خَرُجُوا مِنَ الْمَدِينَةِ فَارْجِعُوا إِلَىٰ ذِكْرِ الْمَلِكِ عَظِيمِ ۚ

[illegible]

فَإِذَا تَرَكْتُمُ الْبَنَاءَ فَأَمَرَ الْمُتَكِنِينَ أَنْ يَخْرُجُوا وَأَوَامِرُ اللَّهِ مُعَظَمَاتٌ لِّلْأَوَّلِينَ

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Photo:
PSM News

PSMNEWS.MV

Covid-19 handbook



Photo:

Abdulla Shafeeu (AbO) | Avas Online

“The biggest responsibility of the media today as they report on COVID-19 is to combat misinformation and rumors with insightful, accurate and sensitive reporting. The media must emerge as a reliable partner that informs and guides to bridge the gap between information as it emerges and instant dissemination in the larger public domain.”

The COVID-19 pandemic is nothing like we have ever known. Apart from the enigmas that surround its evolving nature and the fact that many answers remain in the realm of probabilities and under research, the complexities of this pandemic are far more pronounced. Indeed, it crept upon us stealthily and grew exponentially. There was no built-up body of knowledge.

It cannot be emphasized enough when I say, that the role of media is extremely critical. Not only does journalists have the important role to inform and update readers and viewers of developments that are taking place around the world but to also ensure it does not become part of the massive “infodemic” that has engulfed the world presently. Even if unwittingly, the disinformation shared through the internet, where it is easily amplified or by individuals, official channels or the entire fake news industry, has a dangerous edge to it. Journalists and editors should not get diverted by falsehoods but must strengthen their reliable sources, so they can continue high quality proactive reporting.

At a strategic level, WHO has been supporting the Government of Maldives and the Ministry of Health in sharing information that are prompt and authentic. In much the same way, the credibility of our news organizations as also our own individual sense of responsibility must be reflected in how we communicate. One of the biggest concerns today which communities are facing is that of fear, anxiety and panic. The media should continue to treat this as sacrosanct and develop their sources of information through this lens. Media needs to further intensify its role as it combines scientific evidence with storytelling, especially through voices of people directly affected.

I compliment Maldives Media Council to develop the “Journalist handbook on COVID-19” which is very timely and relevant as it outlines the way forward for the entire media community in a simple and straightforward manner drawing information from reliable sources. The World Health Organization has always been a quick responder, putting out validated information in the public domain and prides itself for this technical collaboration.

I do hope that the booklet acts as tool for effective communication in the battle against COVID-19 and is disseminated widely and followed universally.



Dr Arvind Mathur
WHO Representative

Foreword

At time of this global pandemic, local media and journalists tirelessly work to inform and educate the local populace about COVID-19. As status quos change daily, media has a massive and challenging responsibility to provide fresh and up-to-date information to the public.

Certain things must be kept in a journalist's mind while working through junctures of common hardship like this, including sources of reference and style of reporting. In these times of social distancing and restrictive measures, journalists are working hand-in-hand with front-line workers in the collective response against the disease. Personal protective measures are important like never before for the safety of yourself and loved ones. Hence it is important that relevant local and international advisories and best-practice guidelines are handily available for easy reference.

“COVID-19: Journalist's Handbook” is a one-stop guide for all Maldivian journalists and media personnel, compiled by the Maldives Media Council in collaboration with the World Health Organization (WHO) Maldives Country Office and the Health Protection Agency.

We applaud your brave efforts in keeping the public well-informed and educated about the COVID-19 pandemic's latest developments. Stay safe and committed to the fourth estate.

Thank You





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reporting should include:**

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1. COVID-19 journalistic reporting should include:

- Practice ethical journalism Be journalistically ethical and be socially responsible.
- Verify from a credible that all the information they publish/broadcast is correct. Avoid spread of myths and unverified information.
- Make use of information from reliable, scientific, truthful and verified sources such as Government sources, WHO, and other UN agencies
- Give coverage to advice from credible sources such as scientists, researchers and medical professionals who are verified experts in COVID-19 or related field and their instructions to the public.
- Report on measures that help in containing and/or mitigating spread of the disease.
- Appreciate and celebrate the service of healthcare staffs and frontline workers.
- Spread Highlight good news! Report on patient recoveries and exemplary measures/approaches taken by communities and countries.
- Provide reporting that contribute to solutions.
- Avoid language that may cause stigma or discrimination



2. Journalist's responsibilities

- Encourage Report on personal and community protective measures
- Disseminate factual information regarding social distancing, isolation and lockdown.
- Debunk myths and misinformation about the disease
- In this time of uncertainty, play a role in pPromotinge stories of unity, compassion and goodwill through reporting.
- Explain complex public health concepts and terminologies in simple laymen's language for general public's comprehension.
- Educate public about health .
- When reporting statistics, go the extra mile to explain contexts and give health advice to the public.convey authority's health advice to the people
- Highlight and acknowledge the role of health sector workers
- Respect the privacy of patients; including locals and migrants alike



- Be thoughtful for the demised: respect families and personal information.
- Provide updated, factual information on where from and when to seek medical care or help.
- Report on progresses made towards new treatments or vaccines.
- Fact-check before publishing a story from social media.
- Provide necessary advice and information for the most vulnerable and high-risk groups.
- Quote official national/local authorities on their efforts against the disease.
- View dissemination of factual information as your own national responsibility in the collective response efforts.



- View dissemination of factual information as your own national responsibility in the collective response efforts.
- In my opinion, this is not a journalist's responsibility. This is the job of the government or agencies.
- Again, in my opinion, the journalist's job is not to educate the public about health. That is the government's job. The journalist's job is to provide accurate information of interest to the public
- I don't think journalists should provide advice. That is the government and health professional's job.

3. Covering the COVID-19 pandemic

Content creation

1

Style

2

**Facts, Rumors and
Speculation**

3

Promoting positivity

4

1. Content creation

- **Avoid reporting focused on patient zero:**

Profiling and singling out the first case of the disease from your country, or country or reporting as if that person is responsible for spreading disease may encourage public stigmatization.

- **Circulate facts:**

Avoid spreading of myths, rumors and misinformation. Always be sure to verify information and cite reliable and official sources.

- **Focus on basic prevention measures:**

Use your platform to encourage prevention measures endorsed by the World Health Organization (WHO) and Health Protection Agency (HPA).

- **Consider public fears:**

The virus has infected millions across the world, and the numbers increase every day. Acknowledge public sentiments of distress and fear, and be mindful when reporting.

- **Avoid community stigmatization:**

Be mindful when reporting about cases from specific communities (islands, people groups, etc). Think about the possible stigmatizations your reporting may cause within those communities.

- **Avoid stigmatizing individuals or people groups**

Avoid spreading of myths, rumors and misinformation. Always be sure to verify information and cite reliable and official sources.

- **Focus on basic prevention measures:**

Labeling, stereotypes and discriminatory treatment towards infected individuals or based on race and nationality must be avoided at all costs. Such reportage can possibly cause harm, or lead them to conceal illness to avoid discrimination and thus preventing them from seeking healthcare. As the fourth estate, be responsible to build trust and show empathy.

- **Avoid speculating uncertainty on disease control:**

Just like anything else, a pandemic has a beginning, a peak and a decline until it is controlled. Avoid speculating otherwise and escalating uncertainty regarding efforts to control the pandemic. Don't be a carrier for disheartening news or unverified conspiracy theories.

- **Content for vulnerable groups:**

Create content with useful information and advices regarding the disease to vulnerable people groups such as persons with disabilities, persons with mental disorders, children, the pregnant and the elderly.

- **Do not exaggeration:**

Avoid overemphasis of the pandemic and related events unfolding locally and internationally; instead provide practical advice on how your readers can handle situations. Remember that people all around the world are unable to return to normal life, and exaggeration does not help at all.

- **Scenarios change, update yourself:**

Statistics, scenarios and recommendations constantly change with time and place. Be sure to stay up-to-date, and keep your audiences updated with the latest changes with explanation.

2. Style

- **Avoid describing the pandemic as “fatal”:**

The current pandemic is contagious, but a large majority of the infected successfully recover. Therefore, it is advisable to refrain from describing the disease as deadly, as it can cause panic and distress.

- **Use the correct name:**

Labeling a pandemic after a country or place (such as “China Virus”, “Wuhan Virus”, “Wuhan Disease”, etc.) can be stigmatizing, and may harm trade and the economy. Note that the official name of the disease is COVID-19 and the Coronavirus strain that causes COVID-19 is SARS-CoV-2.

- **Translate technical jargons:**

Health experts and medical professionals may use technical language and jargons that is challenging for the general public to understand. Therefore, explain the concepts and jargons to your audiences if you use them in your reportage.

- **Visual materials:**

Graphic materials such as graphs, info graphics, vector art and illustrations can stimulate the audience and simplify understanding of complex subjects. TV and Radio channels can also produce creative content for audience engagement.



3. Facts, Rumors and Speculation

- **Reputable, official sources:**

The current pandemic is contagious, but a large majority of the infected successfully recover. Therefore, it is advisable to refrain from describing the disease as deadly, as it can cause panic and distress.

- **Avoid theories from non-experts and false theories:**

When reporting, avoid non-experts and their personal opinions, as these probably are plain noise downplays or exaggerate the risks. Also, refrain from repeating false theories and speculations not supported by science, as this could generate fear and anxiety. This depends on the story. If the story is about say, a particular community's role, then that community would have to be featured.

- **Myths and unverified treatments:**

When reporting about the disease's treatment efforts, avoid promotion or mention of myths, false theories and unverified remedies.

- **Fact-check rumors and suspicious information:**

Investigate rumors and speculations about mitigation measures and response efforts, and provide the truth to your audience.



3. Promoting positivity

- **Stories about frontline workers:**

Interview the personnel working on the frontline (doctors, nurses, health workers, attendants, police, military, government authorities, waste management, health academics, scientists, lab technologists, virologists, infectious disease specialists, psychiatrists, psychologists, anthropologists, etc.). Bring their personal accounts to your reporting and celebrate their services.

- **Avoid theories from non-experts and false theories:**

When reporting, avoid non-experts and their personal opinions, as these probably are plain noise downplays or exaggerate the risks. Also, refrain from repeating false theories and speculations not supported by science, as this could generate fear and anxiety. This depends on the story. If the story is about say, a particular community's role, then that community would have to be featured



- **Be a platform for all:**

Provide your platform for exemplary top figures of the communities (religious scholars, people involved in social services, etc.) to express their support to frontline workers and response efforts. Is this really the media's job?

- **Do not focus only on high-risk groups:**

People of all ages can be affected by COVID-19. Focusing just on high-risk groups (the elderly, people who have serious underlying medical conditions, etc.) may lead to others to neglect self-protective measures.

- **Encourage staying at home:**

Self-quarantining at home and social distancing is the most significant preventive measure that can be taken. Encourage people to stay at home and not step outside unless absolutely necessary.

- **Lighten the mood with stories from social media:**

In times of lockdown and bustling social media activity, people come across many interesting and inspiring stories. Take the focus off from hard COVID-19 reporting and carry uplifting stories to lighten up the mood. But be sure to check for authenticity.



4. Staying safe on field

Majority of journalistic assignments and media operations are currently running online due to local and international travel restrictions. Journalists who work from the field must adhere to certain procedures to safeguard their health and wellbeing, until a vaccine/treatment is developed for COVID-19. Adherence to these health procedures and safety tips is a responsibility of the journalist and their employer/management.

• Pre-Assignment

- It is advised to choose virtual options such as phone calls or online alternatives to conduct interviews, as going outdoors for press coverages puts the journalist to the risk of exposure.
- Direct physical contacting with interview subjects of high-risk groups (elderly or with underlying medical conditions) must be avoided. Media personnel who fall under high-risk groups or are pregnant must consider refraining from coverage that could expose them to the virus.
- Media station managements are advised to select staffs of good health for coverages that require going outdoors.
- Some countries that recently lifted restrictive measures have since re-imposed them due to the virus' second wave. Certain islands and areas of the Maldives are also under Health Protection Agency (HPA)'s monitoring status. If staff are being sent for coverage to such a location or a COVID-19 designated facility, thorough plans of contingency (such as assistance and support) must be discussed between the journalist and their employer. For example, what to do if the journalist falls ill or develops symptoms, possibilities of self-isolation, etc.

• Psychological wellbeing

- Journalists may face psychological struggles when reporting on disease outbreaks, such as COVID-19. Employers and managements are advised to regularly check on how journalists are coping, and coping and offer guidance/support when and if necessary.
- Family members will likely be concerned if the journalist plans to do coverage visits to isolation or quarantine facilities, or other areas that may expose them to the virus. It is advisable for the journalist to talk to their family about where they are planning to go, the status of the area or facility, etc.
- Journalists may face dispiriting or negative reaction from friends and family, as COVID-19 coverage can likely expose them to the virus. Instead, friends and family of journalists are expected to support their work and advise them to ensure safety and protective measures at all times during coverage. The role of media is an important public service.
- Journalists and managements must consider the potential psychological impacts of reporting from a quarantine or isolation facility. The management must be responsible to provide the latest safety information and advisory, and safety apparatus to the journalists.
- Should it be – explain to the family and friends of journalists that their support is essential?



Photo:
Ministry of Health

• **Avoiding infection and infecting others**

Social/physical distancing measures are also in place in the Maldives just like most other countries. If reporting from high-risk locations or emergency services such as the following, journalists and managements are expected to follow personal safety precautions. If unsure about protective measures, journalists are advised to acquire information via alternative means (phone calls, online options, etc.)

- Any kind of healthcare facility
- Old-age care homes
- The home of an ill person, elderly person, someone with underlying health issues or someone who is pregnant.
- Mortuaries, funeral parlors and cemeteries
- Zones under quarantine, isolation or lockdown.
- Urban dwellings of extreme density
- Temporary facilities sheltering expatriate workers
- Prisons, detention centers or custodial with suspected or confirmed COVID-19 cases

• **Standard recommendations to avoid infection**

- Maintain a minimum distance of at least two meters with everyone
- Follow Health Protection Agency (HPA)'s advisories when interviewing people with symptoms of respiratory illnesses (coughing, sneezing, etc.), people with underlying health conditions, or anyone who is symptomatic to COVID-19. Same cautions are to be in place when interviewing, photographing and videoing frontline healthcare workers, or anyone working at high-risk locations.
- Do not shake hands with, hug or be in physical contact with anyone.

- It is not advisable to be face-on while interviewing a subject. Instead, try to stand at an angle to the subject. Be mindful to maintain the recommended minimum 2 meters of distance.
- Wash your hands frequently and thoroughly with soap and water, for at least 20 seconds. Use alcohol-based hand sanitizer regularly.
- Always cover your mouth and nose when coughing or sneezing. If you cough or sneeze into a tissue, dispose of it immediately, and wash your hands thoroughly.
- Refrain from touching your face, nose, ears and mouth.
- Avoid using plates, cups and cutlery that may have come into contact with other people.
- It is advised to cover your hair. Long hair must be neatly tied up and tucked away.
- COVID-19 virus can remain live on many different surface types for varying lengths of times. It is advised to remove jewelry and wrist watches before assignments.
- Clean your glasses and eyewear daily.
- It is advised to avoid wearing contact lenses while on assignment, due to the likelihood of touching your eyes and increasing chances of infection.
- After any assignment, your clothing should be washed at a high temperature with detergent. Before going out for coverage assignments, take to account that certain types of fabrics can be cleaned easier than others.
- Resort to credit/debit cards or bank transfers for business transactions than usage of cash. Ensure to clean your cards, wallet and/or purse regularly. Avoid putting hands into your pockets.
- Avoid having to conduct interviews in small/confined rooms and spaces. If conducting the interview indoors, make sure the location has some kind of airflow (perhaps an open window). If there is a yard, terrace or balcony nearby, do it there. But be mindful to maintain physical distancing.

- Unless absolutely necessary, avoid public transportation services (bus, ferry, boats, speedboats, etc.). It is advisable to have an alcohol-based sanitizer on hand, and sanitize immediately when disembarking.
- If traveling on personal or company vehicle, be aware that the virus can live on surfaces and thus may pass onto you or a colleague using the vehicle. Therefore, is advised to cover your face with a mask, and ensure good airflow throughout the vehicle by opening windows.
- Take regular breaks to relax. You are likely to make mistakes with the safety and hygiene routine if feeling too tired. You may also take a companion with you when traveling long distances, but be mindful of maintaining the recommended physical distancing.
- When visiting a virus-affected area, ensure thorough handwashing and hand sanitizing before, during and after leaving.
- If you develop symptoms (fever, shortness of breath, etc.), contact the Health Protection Agency (HPA) hotline as per advisories. Do not visit a healthcare facility without contacting HPA, as you may possibly expose others to the virus.
- Even while at home, consume meat products, eggs and vegetables after thorough cooking.



• Equipment safety

Media personnel around the world have been infected with COVID-19 after coming in contact with virus-contaminated equipment. It is advised to implement and adhere to a strict cleaning and disinfecting routine.

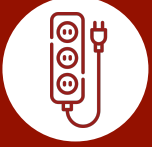
- Using body-directional “fishpole” microphones from a safe distance is safer than clip-on mics.
- Microphone covers must be disinfected after every interview or coverage. The management must guide/train journalists on how to remove the cover and disinfecting them, to prevent potential cross-contamination. As “wind muff” mic covers are harder to clean, avoid using them.
- Use cheaper earpieces these days, and avoid sharing them within teams. Wipe and disinfect them every day before and after use.
- For the safety of cameramen, use long sight lenses and maintain safe distances on location.
- It is advisable to use mobile equipment than those with long cables.
- Ensure that work equipment do not come in contact with public surfaces by storing them in bags or boxes.



- Cover equipment with plastic wrap if possible, as it will minimize the surface area of the equipment that could become contaminated.
- Carry fully charged spare batteries with you, and avoid charging equipment on site.
- Use fast-acting antimicrobial wipes to decontaminate equipment used in your work, including but not limited to cellphones, tablets, leads, headphones, laptops, hard drives, cameras, press passes and lanyards.
- Ensure all equipment are decontaminated before used for another assignment. The management must be responsible to ensure that all equipment is regularly cleaned and disinfected.
- If using a vehicle for the assignment, make sure that the interior is cleaned. Particular attention must be paid to door handles, steering wheel, gear stick, hand break lever, sideview mirrors, head rests, seatbelts, dashboard, wipers, etc. The management must ensure that the staff are trained on thorough cleaning and disinfecting.

- **Cleaning electrical equipment the cleaning of equipment and surroundings should be in line with WHO surface cleaning guideline**

The following points offer general guidance on cleaning electrical equipment. Ensure you have read the manufacturer's guidelines before cleaning attempts.



Unplug all power sources, devices and cables before cleaning



Keep liquids away from your equipment. Using aerosol sprays, bleaches and abrasives may cause damage to equipment.



Keep liquids away from your equipment. Using aerosol sprays, bleaches and abrasives may cause damage to equipment.



Do not directly spray any substances onto your device. Instead use a nonabrasive, lint-free, soft cloth to apply substances.



Do not allow any moisture to enter openings like sockets, earphone sockets, keyboards, etc.



Some manufacturers recommend using 70 percent isopropyl alcohol wipes for hard, nonporous surfaces.



Do not wet the cloth—instead, dampen or moisten it. Add some soap to the cloth and rub it in with your hands.

• **Personal Protective Equipment (PPE)**

It is important to know how to put on and take off any medical PPE (such as disposable gloves, facemasks, protective aprons/overalls/bodysuits, shoe covers, etc.) during this time. Due to the high risk of cross-contamination via PPE, seek Health Protection Agency (HPA)'s and WHO's guidance before usage.

- Ensure using PPE that is the correct size for you. Badly fitting PPE is likely to tear and restrict movement, or catch onto objects like door handles and tear.
- Ensure the PPE you use is of the required safety specifications. Inspect for tears or faulty equipment within your PPE set.
- Use protective gloves or surgical gloves when visiting medical treatment facilities. According to professionals, nitrile gloves offer a higher degree of protection than latex gloves.
- Do not visit COVID-19 medical treatment facilities or isolation facilities without wearing PPE. It is advised to have a few extra masks and gloves with you.
- IF wearing full body coveralls, make sure to use the restroom in advance. Contamination of PPE is likely when using common areas such as restrooms.
- Depending on your assignment, you may have to wear disposable footwear or waterproof overshoes in accordance to HPA guidelines. Ensure extra caution during such situations.
- It is the media management's responsibility to train journalists and staff on proper PPE usage and disposal.
- Under no circumstances must you use disposable PPE materials (gloves, bodysuit, aprons, shoe covers, etc.) twice. Multiple usage is acceptable only for PPE manufactured with reusable material and is deemed fit for washing or disinfection by the HPA

- .After using disposable PPE, dispose of them in accordance to HPA guidelines. Take a bath or wash hands with soap and water immediately afterwards.

- **Face masks**

Health professionals have advised to wear face masks when outside of your home or office. Proper coverage of your nose and mouth in public settings while on assignment can protect yourself and others from infection. HPA's guidelines especially suggest wearing face masks when visiting high-risk areas or COVID-19 medical treatment facilities. Below are advices to follow when wearing a mask.

- If available, use an N95 mask when visiting high-risk locations. If not, use a disposable or reusable cloth mask with that has three layers.
- Ensure the mask fits securely over the bridge of your nose and chin. Using too tight or loose-fitting masks are not advisable.
- Avoid touching the front of the masks. Only touch masks by its straps when wearing, adjusting or removal. After removing your mask, wash your hands with soap and water, or sanitize with an alcohol-based sanitizer.
- Reusing masks is of high risk. Disposable masks must be disposed after one use. Only reuse masks made from cloth or other washable materials.
- Use reusable masks for the second time after properly washing and drying. It is not advisable to use wet or damp masks.
- Usage of masks is just one part of personal protection. Avoid touching your face while outside or on assignments. Wash your hands frequently while at office, and before and after going out for news coverages and assignments.
- Due to the pandemic, demand for masks in the international market skyrocketed, and it is likely that masks of low quality are being sold in countries including the Maldives. Since journalists spend long hours at work and sometimes in the frontline, it is advised that you ensure using masks of good quality.

• Digital Security

- Journalists and media are always subjected to online hostility and cyber-attacks, including in the midst of the COVID-19 pandemic.
- Think before opening links or downloading files claiming from unknown sources claiming to be regarding COVID-19. Cyber attackers are leveraging the pandemic and panic to hack into devices used by journalists and others via sophisticated phishing attempts. It is advised to be cautious, due to likelihood of hackers gaining access to your media's website and content management programs via these tactics.
- Verify suspicious COVID-19 related information received from unknown sources in accordance to your media's codes and policies. Primary source of COVID-19 related local, official information and statistics must be the Health Protection Agency. Primary sources for international statistics and information must be an internationally reputed "credible source" as mentioned earlier in this guideline. Refer to official websites and official channels of countries' Health Ministries and Departments or any other designated office, for official COVID-19 statistics and updates from that country.



• **Traveling overseas for coverage**

Due to border closures and global movement restrictions, most air travel options are at a standstill. However, countries are slowly opening their borders for international travelers. Here are some guidelines to follow if local media personnel are traveling overseas for press coverage assignments.

- Be cautious to personal protection if traveling overseas for assignments. Committee to Protect Journalists (CPJ) identifies the following countries as locations of unrest and violent incidents that have caused injury or fatalities to the journalists: United States, Brazil, Guinea, Uganda, Nigeria, Sierra Leone, Colombia, India, Tunisia, Chile, Italy, Somalia, Ghana, Russia, France and Niger.
- Most countries implement varying levels of restrictions, including strict curfews. Before your travel, seek the latest information and updates from your destination country's closest diplomatic mission to you. When applying for visa, ensure that you provide names of all states, cities, districts and villages you plan to travel to.
- Ensure to follow guidelines set by the Ministry of Foreign Affairs if you are traveling abroad for a journalistic assignment during the pandemic.
- Upon entry to your destination and before starting on your assignment, get in touch with the closest Maldivian diplomatic mission and provide them with secondary contact information.
- Locate the closest healthcare facilities to where you live at. Find information on local COVID-19 sample collection procedure, treatment facilities and treatment arrangements.
- Seek information on set guidelines regarding PPE usage and journalistic assignments in that country, as guidelines are likely to differ from that in the Maldives.

- Many countries, including the European Union (EU) mandate travelers to hold a travel insurance. Even if not mandatory to the country you plan to travel to, it is advisable to acquire travel insurance during the widespread pandemic. Be thorough with your what insurance policy states regarding travels during these times.
- Keep in mind that lockdown/quarantine measures may vary throughout different parts of a country, and are also subject to change with little or no notice. Seek regular updates on restrictive measures before and while on travel.
- Do not travel if you are ill. Strict health screening measures are in place at most international and regional airports, and other transportation hubs. When planning your itinerary, keep in mind that travelers will most likely face testing or enforced quarantine/self-isolation upon entry to the country or region.
- Due to high possibility of flight cancellations or airport closures with little or no notice, it is advised to purchase fully refundable flight tickets.
- While on travel, keep your gloves, masks, hand sanitizers and other PPE materials easily accessible and on hand.
- Check on latest visa situation for your destination. Numerous countries have stopped issuing visas and there have been instances of suspending visas already issued for travel. Pay special attention to countries that issues on-arrival visas, as the visa policy is also subject to change.
- If you have tested for COVID-19 prior to your travels, it is advisable to take documentation of results with you as it may be required by an authority such as port health at your destination.
- It is important to regularly keep a track of your direct contacts and places visited during your travel.

• Post-assignment

- A log of direct contacts during your travel may be useful information for the Health Protection Agency (HPA)'s contact tracing works. Install and activate the “TraceEkee” app on your smartphone while outside your home and/or office.
- Journalists and media personnel have a risk of exposure to the virus as they are required to be outdoors and in high-risk locations to bring the latest information about the pandemic and local response efforts. It is advised for journalists and media personnel to inform HPA in accordance to guidelines if any symptoms are noticed.
- After a high-risk assignment, HPA may advise you to self-isolation or quarantine. You must not return to work until and unless you receive clearance post-quarantine.



Information sources and contacts



WHO Website



HPA Covid Website



HPA Dashboard

Sources used for this document:



Covid-19 Information
Guid, PAN american
health organization



CPJ Covid-19 Safety
Advisory



HPA Guidline



World Health
Organizaon

