

RMI Guidance on Preparing Workplaces for COVID-19 in Terms of PPE

The Department of Employment and Labour has appealed to employers to use the prescriptions of the Occupational Health and Safety (OHS) Act of 1993 in governing workplaces in relation to Coronavirus Disease 2019 caused by the SARS-CoV-2 virus and is called COVID-19.

This document seeks to assist RMI members to introduce PPE (Personal Protective Equipment) in terms of governments COVID-19 guideline. This COVID-19 planning guidance was developed based on traditional infection prevention and occupational hygiene practices. This document also assist members with recommended PPE suppliers in the industry.

It focuses on the need for employers to implement the following:

- 1. Administrative controls** – these controls require action by the employee and employer. Examples of administrative controls include:
 - encouraging sick workers to stay at home;
 - minimizing contact among workers, clients and customers by replacing face-to-face meetings with virtual communications e.g. conference calls, Skype, etc.;
 - minimising the number of workers on site at any given time e.g. rotation or shift work; discontinuing nonessential local and international travel; regularly check travel advice from the Department of Health at: www.health.gov.za;
 - developing emergency communications plans, including a task team for answering workers' concerns and internet-based communications, if feasible, providing workers with up-to-date education and training on COVID-19 risk factors and protective behaviours (e.g. cough etiquette and care of PPE);
 - training workers who need to use protective clothing and equipment on how to put it on, use/wear it and take it off correctly, including in the context of their current and potential duties. Training material should be easy to understand and available in the appropriate language and literacy level for all workers.

- 2. Safe Work Practices** – these include procedures for safe and proper work used to:
 - Reduce the duration, frequency, or intensity of exposure.
 - Provide resources and a work environment that promotes personal hygiene. For example, no-touch refuse bins, hand soap, alcohol-based hand rubs containing at least 70 percent alcohol, disinfectants, and disposable towels for workers to clean their hands and their work surfaces, regular hand-washing or using of alcohol-based hand rubs, and display handwashing signs in restrooms.

- 3. Personal Protective Equipment (PPE)** – while engineering and administrative controls are considered more effective in minimizing exposure to COVID-19, The following PPE is considered essential and may also be needed to prevent certain exposures. Examples of PPE include:
 - Hand-sanitiser, soap and water
 - Thermometers
 - Signage and/or posters - Information
 - Microbial Fogging and Sterilisation
 - face shields,
 - Counter top shields (hanging and standing versions)
 - face masks (fabric), *please find a guide of face-masks on the NICD website:* <https://www.nicd.ac.za/covid-19-guidelines-on-fabric-face-masks/>
 - Employers should check the NICD website regularly for updates about recommended PPE.

- PLEASE FIND AN RMI RECOMMENDED SUPPLIER LIST FOR YOUR PPE REQUIREMENTS. – ANNEXURE 1

4. **Temperature and Screening** -It is a daily requirement to check each staff members temperature with an infrared thermometer. Screening must also be done every day by way of a series of questions asked to determine a person's risk for COVID-19. They include questions about symptoms being experience, travel history in recent weeks, and exposure to someone who has been confirmed to have COVID-19. When taking someone's temperature, for COVID-19, below 38 degrees fine.

PLEASE FIND A COVID-19 SCREENING TEMPLATE FOR USE – ANNEXURE 2

ANNEXURE 1 – RMI RECOMMENDED PPE SUPPLIERS IN REGIONS

GAUTENG SUPPLIER LIST	COMPANY NAME	CONTACT DETAILS	PRICING
Hand-sanitiser 70% alcohol requirement	Vacationlab	Yolanda 0786775774	100ml bottle hand and surface sanitizer @R 21.85 500ml bottle hand and surface sanitizer @R51.75 2l bottle hand and surface sanitizer @R 161.00 5l bottle hand and surface sanitizer @R 391.00 25l bottle hand and surface sanitizer @R 1604.25
	Magosi Distributors	Brenda 0114723955	400ml 70% alc @ R48.20
	Elgoin pty	Maria 0824202215	50ml with pump@R39 100ml with pump @R69 200mlwith lid @R69 1L trigger spray @149 5L with lid @R499
	Tool rep guys	Cheryl 0825207200	200ml 80%alc @ R138 500ml 80% alc @ R218.50 5l 80% alc @ R402.50 25l 80% alc @ R1667.50 400ml 70% alc @ R48.20
Thermometer	J-Squared Consulting	Merrylin Bartleson 0735372736	R1250 per unit

	Byyouth	Saloshnie: 0846261498	R1299 per unit
	Tool Rep Guys	Cheryl 0825207200	R 1700 no contact Forehead thermometer
Signage and Posters	Octangle Marketing	Rion Steenekamp 0824043969 0104473797	Full colour printed vinyl A3 1x @ R395/5 or more @R175
	Usapho Suppliers	Mark Oldale 0724865201 mark@usaphosuppliers.co.za	Covid-19 information posters. R80 for A2 Full Colour laminate Either collect in Cape Town or Postnet to Postnet (at additional cost)
Microbial Fogging and Sterilisation	Bluchem	Kyle 0726135699	200m2 R1350 400m2 = R1550 600m2 = R1750
	What the fog	David 0730369273	Fogging R3,50 per cubic meter Decontamination fumigation and sanitization R3,00 per square meter
	Best 4 pest	0747868866/0835724786	R4 per square meter
	Meridian Hygiene	0727848980/0828797831	Prices available upon enquiry
Face Shields	Grant Jenkins	Sarah 0739466024	R 72.45-Each incl vat
	Tool rep guys	Cheryl 082527200	Head visor with screens R40.25
Face-Masks	MGI Promotions	Fred 079 981 8354	Reusable R 35 each
	Tools rep guys	Cheryl 082527200	Re-uable10x washes R10.93 each
	Girl in a Garage	Tammy 082 315 2502	R40

	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	R 34.00 3 ply, washable, double strap, 70 GSM, Wire Bend Nose adjustable
Counter top and Hanging Sneeze Shields (hanging and standing) Used for Social Distancing	Octangle Marketing	Rion Steenekamp 0824043969 0104473797	Desk protective screen 800mmx500mm x1@R750 10 or more @R425
SteriDrop AS Sanitizing Product (sanitizing Agent)	ChrioXyme	Angela Bender 083 773 7827	Portable Drinking Water 10 ml R 30.13 30 ml R 66.93 50 ml R 81.88 Sanitizing Agent 1 Lt R 250.00 5 Lt R 1250.00 25 Lt R 6250.00
Sanitizer Stand Dispenser	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	Sanitizer stand including 5 L sanitizer R1 040
WESTERN CAPE SUPPLIER LIST	COMPANY NAME	CONTACT DETAILS	PRICING
Hand-sanitiser 70% alcohol requirement	Steiner Services	Olivia Volkwyn 072 627 9990	R90 PER 1L
	Orbit Industrial	Jeandre Rademeyer 084 623 2716	1000L Flowbin @ R75 000.00 excl. 25 Litre over 200 units @ R1450.00 excl. VAT. 5 Litre over 500 units @ R325.00 excl. VAT. 500ml over 1000 units @ R73.33 excl. VAT.
	Vacationlab	Yolanda 0786775774	100ml bottle hand and surface sanitizer @R 21.85 500ml bottle hand and surface sanitizer @R51.75

			2l bottle hand and surface sanitizer @R 161.00 5l bottle hand and surface sanitizer @R 391.00 25l bottle hand and surface sanitizer @R 1604.25
Thermometer	Complete Specialized Retail Solutions	Peter Roodman 072 787 5503	R1 950.00 excl vat R 1990.00 excl vat
	Usapho Suppliers	Mark Oldale mark@usaphosuppliers.co.za 0724865201	R1 850.00 Infrared Thermometers
	Ink@Your Doorstep Care4u infrared forehead Thermometer	Nazreen Yaseen 0832449308	R1499.00 – Single Unit
Signage and Posters	Usapho Suppliers	Mark Oldale 0724865201 mark@usaphosuppliers.co.za	Covid-19 information posters. R80 for A2 Full Colour laminate Either collect in Cape Town or Postnet to Postnet service available (at additional cost)
Microbial Fogging and Sterilisation	Olivia Volkwyn	Steiner Services	TO BE QUOTED PER SQUARE METER
	What the Fog	David Le Roux 0730369273	R750 - 200 square m R1 450 – 500square m
	Meridian Hygiene	0727848980/0828797831	Prices available upon enquiry
Face Shields	Usapho suppliers	Mark Oldale 0724865201	R100.00 each - Special Motor Industry robust quality
	Complete Specialized Retail Solutions	Peter Roodman 072 787 5503	R95.00 excl vat minimum order quantity of 5
	Anway	Wayne Kanneymer	R120 each

Face-Masks	Plantinum Promo	Terri Frankkental 082 7887 887	R40 each
	Motorhomeworld	Carl Stassen 0834460883	R35 – DTI specification
	House of Monatic	Marjorie Kaylor 084 6099 125	R35 R45
	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	R 34.00 3 ply, washable, double strap, 70 GSM, Wire Bend Nose adjustable
Counter top and Hanging Sneeze Shields (hanging and standing)	Usapho Suppliers	Mark Oldale 0724865201	Plexi Glass (3mm) Hanging Sneeze Shield 850mm x 600mm = R600 1400mm x 600mm = R1 000 Plexi Glass (3mm) Counter top Sneeze Shield 850mm x 600mm = R650 1200mm x 900mm = R1 250
	Anway	Wayne Kannemeyer 083 529 2107	Plexiglass Counter top Sneeze Shields at R750 Hanging Sneeze Shields at R750
SteriDrop AS Sanitizing Product (sanitizing Agent)	ChrioXyme	Angela Bender 083 773 7827	Portable Drinking Water 10 ml R 30.13 30 ml R 66.93 50 ml R 81.88 Sanitizing Agent 1 Lt R 250.00 5 Lt R 1250.00 25 Lt R 6250.00
Sanitizer Stand Dispenser	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	Sanitizer stand including 5 L sanitizer R1 040

EASTERN CAPE SUPPLIER LIST	COMPANY NAME	CONTACT DETAILS	PRICING
Hand-sanitiser 70% alcohol requirement	Powerflow	082 326 5927 accounts@autopower.co.za	5 L – Gel R743.48 5 L – Liquid R660.87
	Expanded Horizons	082 486 0834 haig@viptep.co.za	25L (when ordering 1000 units) R 575.00
	Complete Specialized Retail Solutions	072 787 5503 peter@csrs.co.za	5L (5% discount for RMI members) R 499.9 excl vat R499.95 excl vat minimum order quantity of 5
	CBS Virus Defence	082 420 2421 poenaswanepoel@gmail.com	25 L R 3,000.00 1000L Flo-bin R 100, 000.00 (Hand Sanitizer - Isopropanol based (minimum 75%))
	Waydin Coatings	082 895 7350 waynes@usaspares.co.za	5 L (70%) R 308.71 25 L (70%) R 1,474.26
	Emizen	082 877 6773 christo@stbt.co.za	1 L (70%) R 41.98 5 L (70%) R 104.92 25 L (70%) R 1,049.12
	Vacationlab	Yolanda 0786775774	100ml bottle hand and surface sanitizer @R 21.85 500ml bottle hand and surface sanitizer @R51.75 2l bottle hand and surface sanitizer @R 161.00 5l bottle hand and surface sanitizer @R 391.00 25l bottle hand and surface sanitizer @R 1604.25
Signage and Posters	Powerflow	082 326 5927 accounts@autopower.co.za	Price on request

	CBS Virus Defence	082 420 2421 poenaswanepoel@gmail.com	Price on request
	Usapho Suppliers	Mark Oldale 0724865201 mark@usaphosuppliers.co.za	Covid-19 information posters. R80 for A2 Full Colour laminate Either collect in Cape Town or Postnet to Postnet (at additional cost)
Thermometer	Expanded Horizons	082 486 0834 haig@viptep.co.za	(when ordering 100 units) R 2,260.00
	Ink@Your Doorstep Care4u infrared forehead Thermometer	Nazreen Yaseen 0832449308	R1499.00 – Single Unit
	Complete Specialised Retail Solutions	072 787 5503 peter@csrs.co.za	(5% discount for RMI members) R 1,950.00 R 1 990.00 excl vat
Microbial Fogging and Sterilisation	Olivia Volkwyn	Steiner Services 041 487 0810	TO BE QUOTED PER SQUARE METER
	Meridian Hygiene	0727848980/0828797831	Prices available upon enquiry
Sanitizer Stand Dispenser	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	Sanitizer stand including 5 L sanitizer R1 040
	Usapho Suppliers	Mark Oldale mark@usaphosuppliers.co.za	R750
Face Shields	Powerflow	082 326 5927 accounts@autopower.co.za	1 – 100 R47.83 101 – 500 R43.83

			501 – 1000 R39.13 1001 + R34.78
	CBS Virus Defence	082 420 2421 poenaswanepoel@gmail.com	Each R35.00 100 R30.00
	Expanded Horizon	082 486 0834 haig@viptep.co.za	1000 R32.00
	Complete Specialised Retail Solutions	072 787 5503 peter@csrs.co.za	R 109.00 R 95.00 excl vat minimum order quantity of 5
Face-Masks	Powerflow	082 326 5927 accounts@autopower.co.za	100 – 500 R13.48 501 – 1000 R13.04 1001 – 5000 R12.17 5001 – 15000 R11.74 15001 +R11.30
	CBS Virus Defence	082 420 2421 poenaswanepoel@gmail.com	10 000 R17.00 100 000 R15.00
	Expanded Horizons	082 486 0834 haig@viptep.co.za	1000 R 33.00
	Complete Specialised Retail Solutions	072 787 5503 peter@csrs.co.za	R 18.50 excl vat minimum order quantity of 500
	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	R 34.00 3 ply, washable, double strap, 70 GSM, Wire Bend Nose adjustable
Counter top and Hanging Sneeze Shields (hanging and standing)	Powerflow	082 326 5927 accounts@autopower.co.za	150 opening/stand, 750 x 650 = R450 150 opening/stand, 750 x 800 = R550 Can be made to any size and order, Company is B-BBEE level 4
	Brothers Automotive	082 680 9837	500 mm x 600 mm = R580

		mkoen@vodamail.co.za	600 mm x 800 mm = R680 600 mm x 800 mm = R900 1200 mm x 800 mm = R1 800 3 mm Perspex screen sizes clear loose standing. Can be made to any size and order on request.
Sanitizer Stand Dispenser	Vacationlab	078 677 5774 sanitizer@bonviewwcs.com	R 1,040.00 Sanitizer stand including 5 L sanitizer
	Brothers Automotive	082 680 9837 mkoen@vodamail.co.za	R 650.00 Sanitizer stands made to order.
	Powerflow	082 326 5927 accounts@autopower.co.za	Handless sanitizer station 'step' – metal paint
SteriDrop AS Sanitizing Product (sanitizing Agent)	ChrioXyme	Angela Bender 083 773 7827	Portable Drinking Water 10 ml R 30.13 30 ml R 66.93 50 ml R 81.88 Sanitizing Agent 1 Lt R 250.00 5 Lt R 1250.00 25 Lt R 6250.00
FREE STATE AND NORTHERN CAPE SUPPLIER LIST	COMPANY NAME	CONTACT DETAILS	PRICING
Hand-sanitiser 70% alcohol requirement	Complete Specialized Retail Solutions	Peter Roodman 072 787 5503	R499, 95 excl. /5L minimum order quantity of 5 (5% discount on the price for RMI members)
	Workhorse Workwear	Gustav Van Heerden 051-4485902/3	R339, 95 excl. / 5L R1244, 95 excl. /25L
	Vacationlab	Yolanda 0786775774	100ml bottle hand and surface sanitizer @R 21.85

			500ml bottle hand and surface sanitizer @R51.75 2l bottle hand and surface sanitizer @R 161.00 5l bottle hand and surface sanitizer @R 391.00 25l bottle hand and surface sanitizer @R 1604.25
Thermometer	Complete Specialized Retail Solutions	Peter Roodman 072 787 5503	R1 990, 00 excl. (5% discount on the price for RMI members)
	Workhorse Workwear	Workhorse Workwear	R1581, 95 excl.
	Ink@Your Doorstep	Nazreen Yaseen 0832449308	Care4u.Infrared Forehead Thermometer. R1499, 00 – Single Unit
Signage and Posters	Usapho Suppliers	Mark Oldale 0724865201 mark@usaphosuppliers.co.za	Covid-19 information posters. R80 for A2 Full Colour laminate Either collect in Cape Town or Postnet to Postnet service available (at additional cost)
Microbial Fogging and Sterilisation	Olivia Volkwyn	Steiner Services 072 627 9990	To be quoted
	Cleaning Specialists	Hannes Greeff 082 445 8079 051 522 3532	R8, 30 per square m
	What the Fog	David Le Roux 0730369273	R750 - 200 square m R1450 – 500square m
	Meridian Hygiene	0727848980/0828797831	Prices available upon enquiry
Sanitizer Stand Dispenser	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	Sanitizer stand including 5 L sanitizer R1 040
	Usapho Suppliers	Mark Oldale mark@usaphosuppliers.co.za 072 486 5201	R750

Face Shields	Complete Specialized Retail Solutions	Peter Roodman 072 787 5503	R95, 00 excl. minimum order quantity of 5 (5% discount on the price for RMI members)
	Workhorse Workwear	Gustav Van Heerden 051-4485902/3	R69, 95 excl
Face-Masks	Complete Specialized Retail Solutions	Peter Roodman 072 787 5503	R18, 50 excl. minimum order quantity of 500 (5% discount on the price for RMI members)
	Workhorse Workwear	Gustav Van Heerden 051-4485902/3	3-ply disposable face masks - R16, 95 excl. minimum of 100 units 2-ply washable mask – R15, 95 excl. minimum order of 50 units
	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	R 34.00 3 ply, washable, double strap, 70 GSM, Wire Bend Nose adjustable
Counter top and Hanging Sneeze Shields (hanging and standing)	Usapho Suppliers	Mark Oldale 0724865201	Plexi Glass (3mm) Hanging Sneeze Shield 850mm x 600mm = R600 1400mm x 600mm = R1 000 Plexi Glass (3mm) Counter top Sneeze Shield 850mm x 600mm = R650 1200mm x 900mm = R1 250
	Workhorse Workwear	Gustav Van Heerden 051-4485902/3	Hanging Sneeze Shield 1000 x 600 3mm – R545, 95 excl. Hanging Sneeze Shield 1000 x 1000 3mm – R750, 95 excl. Counter Top Sneeze Shield 800 x 600 3mm – R599, 95 excl. Counter Top Sneeze Shield 1000 x 800 3mm – R795, 95
SteriDrop AS Sanitizing Product (sanitizing Agent)	ChrioXyme	Angela Bender 083 773 7827	Portable Drinking Water 10 ml R 30.13 30 ml R 66.93 50 ml R 81.88 Sanitizing Agent 1 Lt R 250.00 5 Lt R 1250.00

			25 Lt R 6250.00
KZN SUPPLIER LIST	COMPANY NAME	CONTACT DETAILS	PRICING EXCLUDING VAT.
Hand-sanitiser 70% alcohol requirement	STERi-iPA www.steriipa.co.za	Jay 074 601 8889	10 X 100 ml R 295.00 5 L R 330.00 20 L R 1350.00 Less discount bulk buying
	Surgiments	Ravi Naidoo 082 854 6896	200 ml R 53.00 500 ml R 80.00 5 L R 450.00
	Vacationlab	Yolanda 0786775774	100ml bottle hand and surface sanitizer @R 21.85 500ml bottle hand and surface sanitizer @R51.75 2l bottle hand and surface sanitizer @R 161.00 5l bottle hand and surface sanitizer @R 391.00 25l bottle hand and surface sanitizer @R 1604.25
Thermometer	Ink@Your Doorstep Care4u infrared forehead Thermometer	Nazreen Yaseen 0832449308	R 1499.00 – Single Unit
	STERi-iPA	Jay 074 601 8889	Awaiting prices
Signage and Posters	Usapho Suppliers	Mark Oldale 0724865201 mark@usaphosuppliers.co.za	Covid-19 information posters. R80 for A2 Full Colour laminate Either collect in Cape Town or Postnet to Postnet service available (at additional cost)
Microbial Fogging and Sterilisation	Mr Pest and Timber	Errol Perumal 074 042 1279	R 13.00 - square m 70% Alcohol based. Large areas discounted
	Meridian Hygiene	0727848980/0828797831	Prices available upon enquiry

Face Shields	Mr Pest	Errol Perumal 074 042 1279	R 35.00 with foam on headband
	Surgiments	Ravi Naidoo 082 854 6896	R 25.00 Mon Excl VAT
Face-Masks	Surgiments	Ravi Naidoo 082 854 6896	R 12.25 3 ply cloth mask
	STERi-iPA	Jay 074 601 8889	K 95 Mask R 195.00 Mask C R 50.00
	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	R 34.00 3 ply, washable, double strap, 70 GSM, Wire Bend Nose adjustable
Counter top and Hanging Sneeze Shields (hanging and standing)	Retail shop Fit	Stanley Deon 066 474 3521	Price dependant on area
SteriDrop AS Sanitizing Product (sanitizing Agent)	ChrioXyme	Angela Bender 083 773 7827	Portable Drinking Water 10 ml R 30.13 30 ml R 66.93 50 ml R 81.88 Sanitizing Agent 1 Lt R 250.00 5 Lt R 1250.00 25 Lt R 6250.00
Sanitizer Stand Dispenser	Vacationlab	078 677 5774 sanitizer@bonviewcs.com	Sanitizer stand including 5 L sanitizer R1 040

ANNEXURE 2 - COVID-19 SCREENING TEMPLATE FOR USE

