**Evaluation of proposed national program COVID-19 mitigation SOPs for undertaking surveys**

Evaluator:

Date:

Country:

Disease:

SOP documents reviewed:

Mitigation measures should be implemented to decrease risk of transmission of SARS-CoV-2 in conjunction with undertaking surveys. WHO recommends that the following areas and considerations should be captured in the standard operating procedures (SOPs) for resuming implementation of population-based surveys or monitoring & evaluation.

**General mitigation measures**

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| **Area** | **Considerations** | **Evaluator Comment** |
| Infection prevention and control | * Policies and actions applied to the SOP for the survey is consistent with national rules and regulations and existing WHO COVID-19 guidance (e.g. about use of masks, hand sanitizers, and hand washing) * SoP specifies national policy on the use of facial covering by those undertaking the surveys. |  |
| Service delivery strategies | * SOP mentions increases made to the timeframe, the number of survey personnel for the survey to compensate for delays due to physical distancing and other restrictive measures |  |
| Community engagement and risk communication | * SOP mentions community leaders and trusted actors as being included in planning and implementation of the surveys, as well as in communicating plans to the population to be surveyed * SOP specifies messaging to the population that is tailored to facilitate acceptance of changes and modifications from pre-COVID-19 procedures, and building confidence in the ability of the health system to manage the risk of SARS-CoV-2 transmission during the survey * SOP specifies that all health workers involved in the survey are trained to convey messages on COVID-19 in line with national policies and regulations (e.g. on public health and social measures, on actions to take for suspected cases and contacts of cases) |  |
| Supervision and feedback | * SOP specifies how supervision and monitoring of the surveys will be applied * Feedback mechanism established with the aim of identifying, reporting, and correcting any problems occurring during the surveys |  |
| People with COVID-19 symptoms | * Anyone with COVID-19 symptoms is advised to seek care, as recommended by the national regulations |  |

**Mitigation measures applicable to surveys**

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| **Area** | **Considerations** | **Evaluator Comment** |
| Training venue | * SOP specifies that training is to be held outdoors. If indoor venues are proposed, use of a well-ventilated area identified * SOP specifies schedules for cleaning and disinfection of the training venue prior to training. If training is to extend beyond one day, cleaning and disinfection to be carried out prior to each training day. |  |
| Health staff and community health workers | * SOP specifies that field teams and trainers should be instructed to not be involved in training if they experience any symptoms of respiratory illness * SOP specifies that health staff with higher risk of transmitting SARS-CoV-2should not participate in the planned survey   + higher risk includes those with COVID-19 symptoms, contacts of COVID-19 cases during their period of quarantine, or those coming from areas with community transmission of COVID-19   + higher risk may also include those aged ≥60 years or with pre-existing medical conditions such as hypertension and diabetes mellitus). |  |
| Duration of contact | * SOP specifies that the duration of contact between field teams and targeted population should be minimized. Contact (≥15 minutes) between any two individuals not allowed (unless absolutely mandatory and only if a face mask and eye protection are worn) * SoP states that examination should be outside. If examination is conducted indoors (person to be examined cannot walk), time spent by the field team and the target individuals and/or their companions is to be limited, e.g. by ensuring that queueing takes place outdoors |  |
| Basic preventive measures (should also be included in revised training manuals) | * SOP conveys messages on the three basic preventive measures: Physical distancing: a distance of at least 1 metre (3.3 feet) between any two individuals, (exceptions may apply, e.g. in case of clinical examination) * Respiratory/cough etiquette: examiner/recorder instructed to cover their mouth and nose with their bent elbow when they cough or sneeze. They should avoid touching their eyes, nose and mouth * Hand hygiene practice: regularly and thoroughly wash your hands with soap and water. After examination of each patient the field technician should clean their hands with a hand sanitizer (60-80% alcohol) |  |
| Infection prevention and control (IPC) | * SOP specifies that, prior to interaction in a community, hand washing facilities with soap and water or hand sanitizers (60-80% alcohol) or chlorinated water (water solution of sodium hypochlorite, 0.05%) are to be available * SOP specifies national policy on the use of facial covering by field teams. Where recommended, masks (medical or reusable fabric) are provided to health workers and participants for the activity. * SoP states that the masks should be used for only one day (disposable) or washed after each day (cloth). A sufficient number of masks are to be provided. * SoP states that eye protection (face shield) should be wiped off after each household visit. |  |
| Flow regulation | SOP minimizes crowding by:   * Limiting the number of family members accompanying the person to undergo the examination (one companion) * Always maintaining at least 1 metre (3.3. feet) distance between any two individuals |  |
| Screening of attendees for COVID-19 symptoms | * SOP considers screening targeted individuals and companions prior to participation or admittance to the activity site, for: * COVID-19 symptoms: e.g. fever or, if not feasible, symptoms visibly apparent such as cough, shortness of breath, nasal congestion, red eyes * Exposure to risk: e.g. contacts of COVID-19 cases during their period of quarantine, or those coming from areas with community transmission of SARS-CoV-2 * If screening is positive, individual referred for COVID-19 related services |  |
| Equipment and surfaces | SOP establishes schedules for regular cleaning of equipment and surfaces, at least every 90 minutes, at the survey site:   * Any equipment and surfaces used for the survey should be cleaned with water and soap or a detergent, followed by a disinfectant; safe waste management protocols must be followed * For disinfection, use 70% ethyl alcohol for equipment and sodium hypochlorite at 0.1% (equivalent to 1000 ppm) for surfaces |  |

**Risk-mitigation advice for trainers and field teams (i.e. health staff)**

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| **Area** | **Considerations** | Evaluator comment |
| Hand hygiene | * SOP reinforces that hand hygiene should be performed often, even in absence of any physical contact with persons or surfaces * SOP reinforces to always clean hands before and after physical contact with patients, especially after exposure to body fluids. * SOP reinforces use soap and water or hand sanitizer containing 60-80% alcohol or chlorinated water (water solution of sodium hypochlorite, 0.05%) * If needed, dry hands with a single-use paper towel or a clean cloth towel. Ensure proper disposal of any waste |  |
| Personal protective equipment | Masks   * In areas with community transmission or with unknown transmission scenario: wearing a mask (medical or reusable cloth) is required   Gloves   * National guidelines should be followed regarding the use of gloves by survey personnel. If gloves are not mandatory, extra care should be taken in cleaning and disinfection of hands between examination. * If gloves are used, they should be changed either after each household is examined or after each person is examined, where the survey personnel touches the skin of another person. Used gloves should be disposed of appropriately in a bin with a lid     Eye Protection (Face shield)   * The use of eye protection may be required where examiners are required to be 20-30 cm from the face.  (e.g., surveys that require everting eyelids to examine the eye) |  |
| Waste collection and management | * SOP ensures safe collection (e.g., in open-lid bins) and adequate packing (e.g., in strong, leak-proof, closed bags) of any waste generated by the planned survey, and their disposal according to national rules and regulations |  |

**Risk-mitigation advice for the population targeted by the survey**

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| **Area** | **Considerations** | **Evaluator Comments** |
| Participation in the planned survey | * Advise people with higher risk of transmitting COVID-19 that they should not participate in the planned survey * People at higher risk include those with symptoms suggestive of COVID-19 and contacts of COVID-19 cases during their period of quarantine (in the cases of activities implemented in areas without known/suspected community transmission, also people coming from countries/areas with known/ suspected community transmission of COVID-19 less than 14 days before may be added) * People with symptoms suggestive of COVID-19 should be advised to seek appropriate care, according to national rules and regulations      * Inform people with higher risk of developing severe illness from COVID-19 of the implications of such status, of the special precautions that may be taken in their regard, and that they should strictly follow basic preventive measures when/if participating in the planned survey * People at higher risk include those aged ≥60 years or with pre-existing medical conditions such as cardiovascular disease, hypertension, diabetes mellitus, chronic lung or kidney disease, cancer, cerebrovascular disease, haematologic disorders, immunosuppression, etc.) * People at higher risk should not be asked to reach the survey site but rather be surveyed at home by health staff/community health workers * If the survey is implemented at dedicated sites, if feasible, exclusive/dedicated examination/interview sessions should be established for such higher-risk groups |  |
| Personal protective equipment (public use) | In areas with known/suspected community transmission, encourage the use of masks during the planned survey, especially if physical distancing cannot be achieved:   * Non-medical (fabric/cloth) masks for the general population |  |