



**COVID-19 HEALTH &  
SAFETY PLAN  
2020**

***HONUA KAI CONDOMINIUM  
ASSOCIATION***

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*Honua Kai Condominium Association  
130 Kai Malina Parkway, Lahaina, HI 96761*

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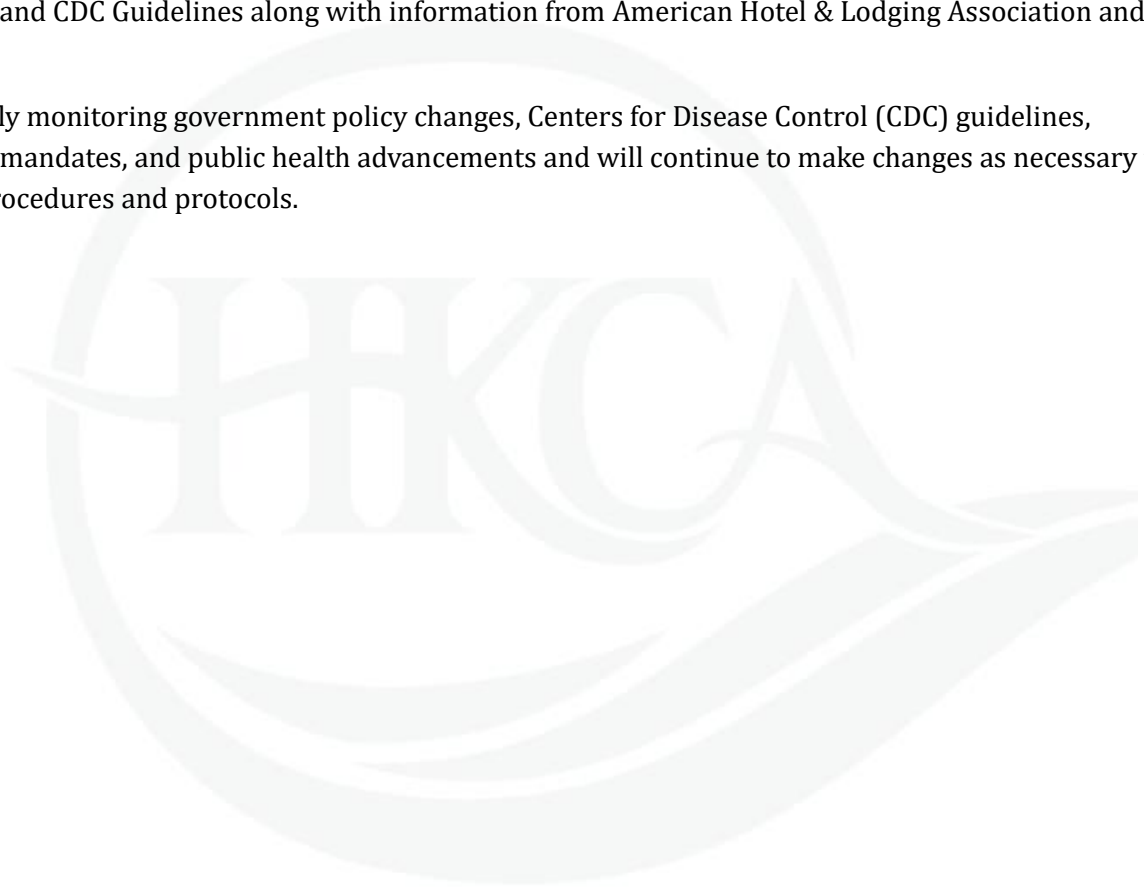


## Overview

In effort to ensure the safety to all guests, employees, and vendors at Honua Kai, we have implemented enhanced operational policies and procedures for all public areas and for each department throughout the resort. We are also working closely with our vendors to ensure all standards, guidelines, and policy expectations are met.

In preparation of all policies and procedures we followed all Hawaii State Department of Health, Maui County Department and CDC Guidelines along with information from American Hotel & Lodging Association and legal advice.

We are closely monitoring government policy changes, Centers for Disease Control (CDC) guidelines, government mandates, and public health advancements and will continue to make changes as necessary to our safety procedures and protocols.





## **Arrival and Bell Services**

- All arriving guests will be stopped at entrance checkpoint to confirm quarantine status, be handed a letter outlining personal responsibilities of all guests while in residence at Honua Kai to maintain a safe environment.
- Bell Clerk will greet incoming guests from behind a plexiglass partition with a mask upon guest arrival
- Signage is posted and hand sanitizer is available for all guests
- Guest Keys/Wristbands are in new condition and will not be re-used
- Masks will be worn at all times and Gloves will be worn while handling guest luggage or any items
- All Luggage will be sanitized prior to handling and placing on the bell carts
- Bell Carts will be cleaned and disinfected after each use
- Bellman will not enter guest units; luggage will be delivered to the entrance of the unit.
- Valet Services are currently not available

## **Lobby and Public Areas**

- Increased frequency of cleaning and disinfection in all common areas with EPA -registered chemicals, proven effective in preventing the transmission of COVID -19
- Signage reminding all guests of CDC and local COVID mandates is posted at all property ingress/egress locations, all elevator landings on the parking and ground levels and on all floors (P-10) for all main elevator landings in Hokulani and Konea buildings.
- Hand sanitizer stations are available at all locations listed above with signage.
- Masks must be worn at all times while in any public areas including corridors, lobbies, pool deck, parking lots, etc unless subject to exclusions.
- Lobby and public area seating have been arranged to promote physical distancing guidelines.

## **Elevators**

- Increased frequency of cleaning and disinfection in all common areas with EPA -registered chemicals, proven effective in preventing the transmission of COVID -19 and elevator buttons are treated with UV light.
- Signage indicating Maximum Occupancy as well as reminders to follow all CDC guidelines and government mandates. Digital signage is also available at each elevator landing on Ground level.
- Hand sanitizer is available at each elevator landings on the parking and ground levels and on all floors (P-10) for all main elevator landings in Hokulani and Konea buildings.



### **Public Restrooms**

- Antibacterial Hand soap is available
- Increased frequency of cleaning and disinfection in all common areas with EPA -registered chemicals, proven effective in preventing the transmission of COVID -19
- Signage is available upon entering as a reminder to follow all CDC guidelines.

### **Pools, Hot Tubs and BBQ Grills**

- Signage indicating Maximum Occupancy as well as reminders to follow all CDC guidelines and government mandates.
- BBQ area tables and chairs removed, and limited number of pool lounge chairs placed on the pool decks to encourage social distancing,
- Staff posted on the pool decks to sanitize lounge chairs after each use and high touch points throughout the day.
- Sanitation stations equipped with hand sanitizer and disinfecting wipes available on pool decks
- Guests are required to wear their masks while at the pool decks unless swimming
- Water coolers have been removed and guests are encouraged to bring their own drinks or order from the restaurant to minimize high-touch points.

### **Fitness Center**

- Signage indicating Maximum Occupancy as well as reminders to follow all CDC guidelines and government mandates.
- Guests are required to sanitize hands prior to entering the facility with the provided sanitizer dispenser.
- Masks must be worn at all times while using this facility
- Limited Machines are available to encourage social distancing
- Hand sanitizing stations, antibacterial wipes and gloves are available for all guests
- Increased frequency of cleaning and disinfection in all common areas with EPA -registered chemicals, proven effective in preventing the transmission of COVID -19 including fogging the facility every evening.



## Engineering/Maintenance Services

- If unit repairs are necessary while a unit is occupied, management requests that guests either vacate the unit or wear their mask and social distance while engineer addresses the issue.
- Engineers entering a unit are required to wear a mask, gloves, and shoe covers at all times and expected to dispose of them immediately after exiting the unit.
- Any unit that is in quarantine will not be addressed until released unless there is a water intrusion or medical emergency.

## Employees

- Signage is posted throughout the property reminding employees of the proper way to wear, handle and dispose masks, use gloves (in positions deemed appropriate by medical experts), wash hands, sneeze and to avoid touching their faces as well as social distancing guidelines.
- A daily temperature check will be done upon employee arrival. Employees confirmed to have a temperature over 100.0°F or is aware that they have a temperature of 100.0°F or higher prior to the start of their shift will be directed to go home/stay home and seek appropriate medical care.
- All employees will be provided with COVID-19 training and given updates as guidelines and government mandates evolve.
- Employees will be provided personal protective equipment to maintain safety of all co-workers, guests, and vendors. Required PPE will include:
  - A facial mask at all times when in common areas or within 6' distance of others.
  - Employees are required to wash hands or sanitize hands often. Hand soap and sanitizer is readily available.
  - Additional PPE available:
    - Gloves
    - Shoe coverings
    - a housekeeping cleaner for hard surfaces
    - face shields
    - Plexiglass partitions for certain areas
- Increased frequency of cleaning and disinfection in all common areas with EPA -registered chemicals, proven effective in preventing the transmission of COVID -19

## Enforcement

- Security will be patrolling the property 24/7 to ensure all guests are adhering to the policies and procedures set by CDC and local government mandates.



- Unregistered guests are not authorized to be on property unless visiting the Spa, General stores or Dukes Restaurant.
- Violators may lose privileges to public area amenities and continued violations will result in contacting the local authorities.

