

Overview

- Mandarin Oriental has implemented a 'We Care' Health and Safety program to further safeguard the comfort and health and safety of guests and employees
- Designed to ensure our guests remain well cared for while upholding the level of service, they have come to expect from Mandarin Oriental
- Plan for the "new norm" (which is undefined and speculative)
- Differentiate service, calibrate guest behavior and monitor
- Technology solutions digitalization blended with in person experiences



High Standard of Health & Hygiene

- Maintaining the Lloyd's Register "Safe Hotel" 160 standards with strict cleanliness protocols
- Lloyds Register, an internationally recognized independent assessor, audit the Group's rigorous Fire, Life, Health, Safety & Security standards on an annual basis and have verified the new additional methods in place
- Incorporating sanitization with hospital grade sanitizer following the deep clean
- Support the cleaning with an in room steaming routine (cushions and mattress, pillows etc.)
- The use of steam vs more chemicals will also support wellness for colleagues and guests

Examples of some "We Care" initiatives

- Guest preferences on service, cleaning levels and interaction with colleagues will be established prior to arrival
- 'We Care' package with face masks, hand sanitizers and disposable gloves will be provided upon arrival and departure to ensure guests have a comfortable stay and onward journey
- Housekeeping will only clean the room in the absence of the guest and text/message once the room has been cleaned and sanitized
 - Throughout the cleaning process, hotel colleagues will be provided with personal protective equipment and enhanced training designed to protect their well-being while continuing to deliver exceptional service

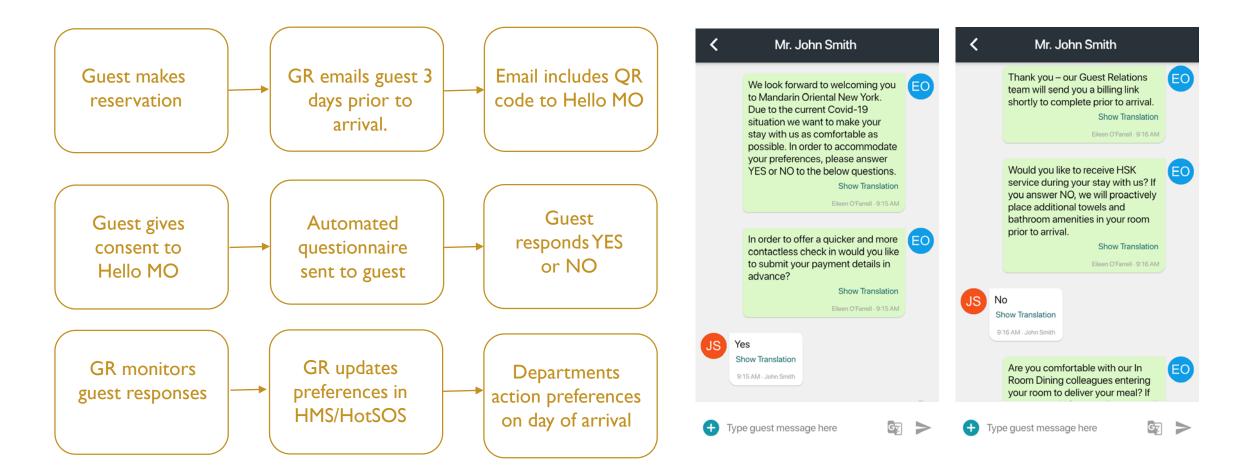
Types of Guests

• 3 Guest COVID Lockdown Behavioral Levels

"COVID SUPER SENSTIVE"	"COVID CAUTIOUS"	"COVID FATIGUE"
ATT		
Guest is very sensitive and more vulnerable, wants NO interactions. Luggage is handled by guest, remote check-in, extensive use of HelloMO, assignment of a COVID sensitive room (removal of decorative pillows, blankets, etc.)	Most guests will fall into this category and our SOPs will be designed for this level; however, colleagues can pivot from here to either direction	Guest is not concerned about COVID and is not necessarily following guidelines, expect full service and may infringe on distance to our colleagues



HelloMO



Pre-Arrival without Hello MO

Booking via MO.com







The guest sets health **Covid-19 preferences** directly during the booking process or with the automatic pre-arrival email



Booking via Agent, Call or Mail

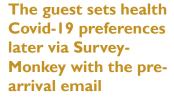














Please chose from the following:

- **Additional "We care kit " & sanitizer in room**
- **X** Contact free check-in & check-out
- |x| IRD without entry (Table placed in front of room)
- **X HSKP** cleaning without guest in room (preferred timing)
- **Non opened products and amenities**
- × Paperless using iPads
- **Pre-booking of restaurant reservations**





Check-In



GSA welcomes guest to the hotel being mindful of social distance.

If queue is present, lobby ambassador shows guest where to wait



Guest is presented with health questionnaire and advised about temperature check requirements



Present small tray to guest for them to place their ID on for colleague to view it



Sanitize iPad in front of guest and ask them to sign with their finger.



Confirm
preferences,
including Covid 19
preferences with
guest. MO library
for example



Managers will greet guests and put them at ease by smiling and welcoming them warmly



Introduce Hello MO
to guests and
remind them to use
it throughout their
stay



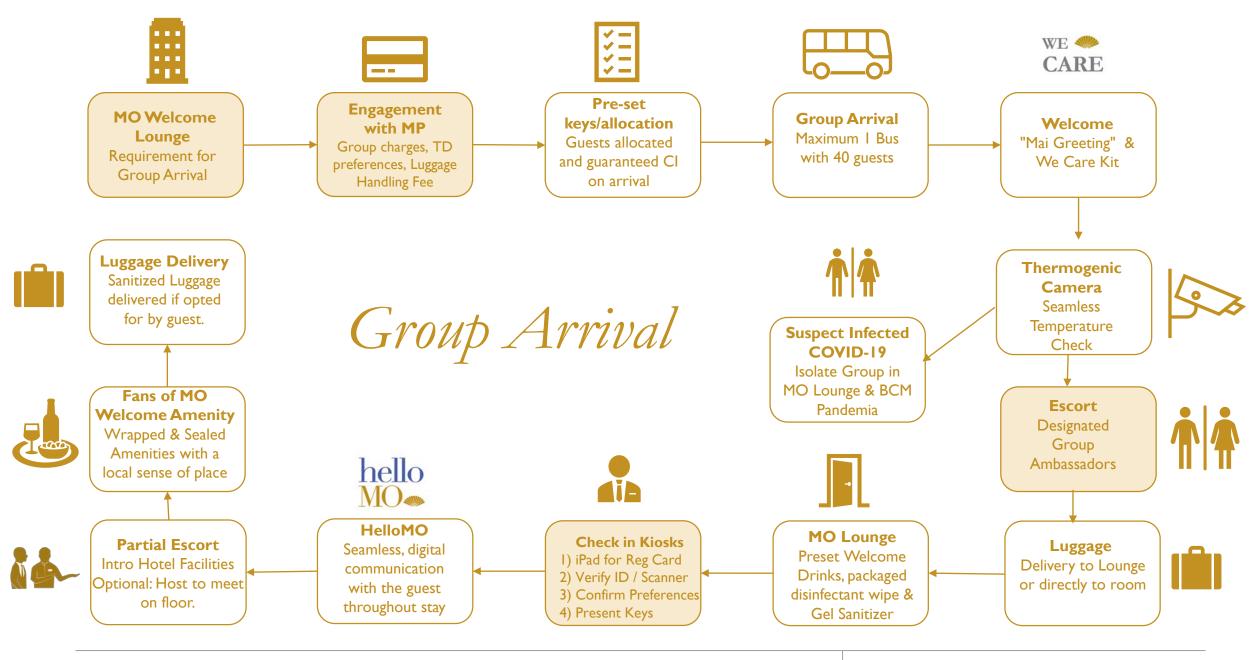
Place room keys under
UV cleaning light
before presenting
them to guest.
Offer individual
antiseptic wipe to
guest if needed.



Sanitize CC machine in front of guest and present CC terminal to guest for them to enter their credit card



Individually bottled welcome tea will be presented to guest



Housekeeping



ARRIVAL:

- HK Guest preferences are reconfirmed as Covid Cautious
- Digital Communication



ROOM ENVIRONEMENT:

- High touch point items
- Add O&SE
- In rom sanitizing kit



ROOM/BATH CLEANING: updated

SOPs

- Cleaning
- sanitization
- Linen management
- Waste management



TURNDOWN:

- Cleaning process as per arrival
- MOQA/LQE touches adapted
- Coordination/complia nce other department
- Inspection



DEPARTURE:

 New cleaning procedures and technologies to ensure full sanitization



GUEST REQUEST:

 Updated deliveries and service order



SERVICING:

- Cleaning process as per arrival
- MOQA/LQE touches adapted
- Coordination/comp liance other department
- Inspection



LAUNDRY:

- Preferences
- Valet Updated SOPs





What are some of our hotels doing

- Thermal screening at hotel entrances
- Provide guests with a We Care packet
- Disinfect luggage before delivery to the room
- Hand sanitizer readily available in all common areas
- Social distancing set up in all restaurants and bars
- Offer driving protection kit for in house guests











