



**Republic of Kenya
Ministry of Industrialization,
Trade and Enterprise Development**

FREQUENTLY ASKED QUESTIONS FOR BUSINESS OPERATIONS DURING CURFEW AND RESTRICTED TRAVEL PERIOD OF COVID-19 CRISIS

BY

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FREQUENTLY ASKED QUESTIONS FOR BUSINESS OPERATIONS DURING CURFEW AND RESTRICTED TRAVEL PERIOD

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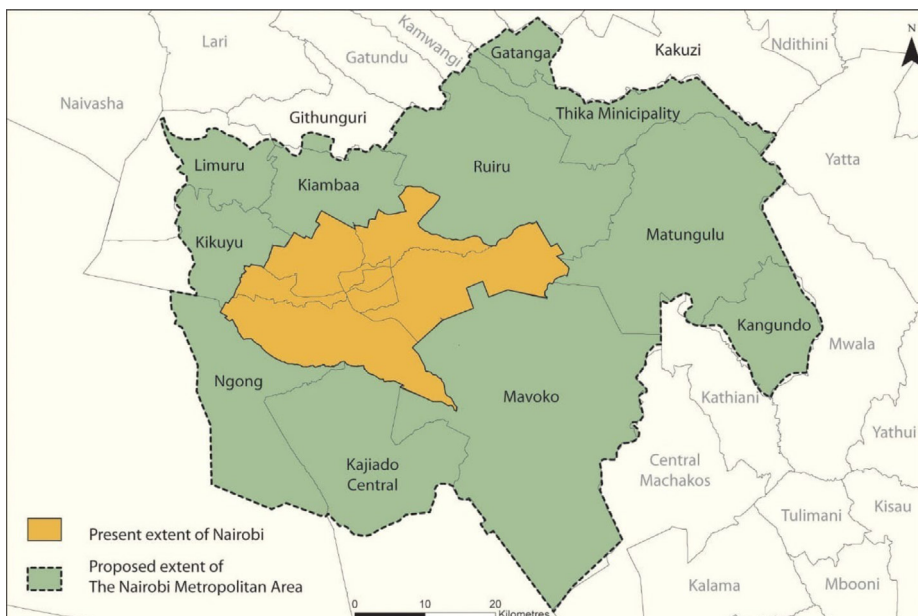
This Frequently Asked Questions (FAQs) document constitutes guidelines for businesses operating under the current circumstances of the restricted travel announced by H.E. Uhuru Kenyatta, C.G.H, President and Commander-in-Chief of Kenya Defence Forces of the Republic of Kenya in response to the COVID-19 Pandemic. This document is intended to bring clarity to business at the current point in time. The guidelines are not conclusive and may be revised from time to time as need arises.

To report any issues encountered during the curfew and restricted travel, submit proposals or make enquiries, please contact the Ministry of Industrialization, Trade and Enterprise Development (MoITED), Situation Room, which is tasked with proposing business stabilization measures to the government, and is responsible for manning a 24-hour hotline and email address as follows: advisorycentre@trade.go.ke or on our Hotline: +254 110 922 066

What does restricted travel mean?

The current restricted travel entails the cessation of movement by road, rail and air in and out of the below areas, except for providers of essential goods and services:

a. The Nairobi Metropolitan Area

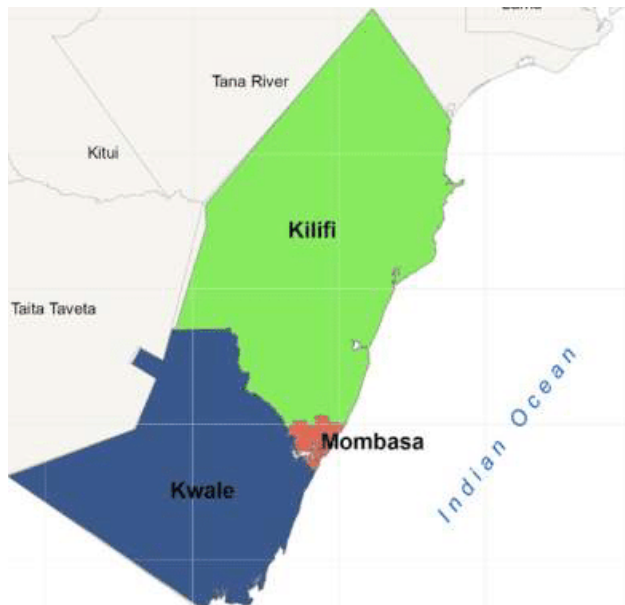


What constitutes the Nairobi Metropolitan Area?

The Nairobi Metropolitan Area is designated as: Nairobi County, Part of Kiambu County up to Chania River Bridge (Thika), including Rironi, Ndenderu, Kiambu Town, Part of Machakos county up to Athi River, including Katani, Part of Kajiado county including Kitengela, Kiserian, Ongata Rongai and Ngong Town

b. The counties of Kilifi, Kwale and Mombasa

It does not impose restrictions of movement within these areas during non-curfew hours.



How long is the restricted travel period meant to last?

Cessation of movement across Nairobi Metropolitan area shall be for an initial containment period of 21 days, starting 7:00 pm. Monday 6th of April

For Kilifi, Kwale and Mombasa the restricted travel is for a period of 21 days starting Wednesday 8th of April.

How long is the curfew?

The curfew begins every day from 7pm and ends at 5am the following day

Which businesses can continue to operate past curfew hours or beyond restricted travel areas?

A comprehensive list of businesses that qualify as essential includes:

1. Essential products and distribution networks (Annex A)
2. Essential manufacturers (Annex B)

Normal businesses not categorized as essential are encouraged to pursue remote working options and observe Ministry of Health guidelines in Annex C

What do I need to do for staff that need to get to work for an essential business past curfew or out of the restricted areas?

1. Identification as an employee of an essential business

Employees should have staff ID passes that show their employment status in companies that are verified as essential goods and services suppliers.

Businesses that wish to be identified through a special arrangement or by use of development IT platform with a view of facilitating the distribution channels can present their proposal through the situation room contact centre.

Please contact advisorycentre@trade.go.ke or the hotline: +254 110 922 066 for clarity on this procedure

2. Transportation for employees of essential businesses

Transportation services must clearly label their vehicles as carriers of essential goods or ensure their drivers have relevant staff ID showing their employees of verified essential goods and services companies

Employers can provide private transport services for their employees observing social distance guidelines as per the Ministry of Health directives.

Public transport providers have been mandated to:

1. Provide hand sanitizers for their clients
2. Regularly disinfect the vehicles.
3. Carry the required passengers depending on mode of transport as stated by the Ministry of Transport interpretations of the Ministry of Health guidelines
4. Further details on these are provided by the Ministry of Health and Ministry of Transport guidelines

What should I do if I'm stopped by police officers during curfew as an essential worker?

1. Remain respectful and provide your relevant documentation.
2. In the event of misconduct, report the incident to the Situation Room at the Ministry of Industrialization, Trade and Enterprise Development (MoITED):
 - 24-hour toll-free hotline: +254 110 922 066
 - email address: advisorycentre@trade.go.ke

How will the Ministry of Industrialization, Trade and Enterprise Development ensure production of essential goods and services?

- i. Ensure the producers of the essential products and services are operating for twenty-four hours a day and are exempt from any curfew and restricted travel
- ii. Ensure continued production of key raw materials for essential goods/services continues
- iii. Work with governments of countries that Kenya depends upon for sourcing of raw materials for production/essential goods (e.g. medicaments, sugar, wheat cereals)
- iv. Assess local production capacity and determine deficits that will be bridged through imports

How will the Ministry of Industrialization, Trade and Enterprise Development ensure storage of essential goods?

- i. The Ministry is in the process has identified key government-owned storage facilities (to supplement privately owned warehouses) for storage of essential goods (cereals, masks, edible oils among others). These include KNTC warehouses NCPB Depots, among others
- ii. All cargo warehouse managers have been instructed to fumigate warehouses regularly before receiving and releasing any cargo.
- iii. Warehouse managers have been instructed to provide employees with protective gear, sanitizers, disinfectants and clean water to enhance hygiene at all warehouses and trucks.
- iv. Warehouse managers have been instructed to put in place mechanisms to ensure regular monitoring and screening of all employees who work at the warehouses.
- v. In collaboration with the private sector, warehouses are instructed to train employees and crew on safety precautions to be taken to avoid any spread of Corona (COVID 19), self-monitoring of symptoms and reporting mechanisms

How will the Ministry of Industrialization, Trade and Enterprise Development ensure distribution of essential goods?

- i. County Governments have been advised to waive cess fees and other inter-county levies for essential producers and providers of essential goods and services
- ii. Small Scale Fresh Produce Producers should approach the Officials of Markets Associations for identification and the process can be facilitated by County Industrial Development Officers/County Enterprise Development Officers in Conjunction with County Executive Officers in-charge of Trade and Industry. The Ministry's Business Emergency Response Centre (BERC) will be contacted for coordination. The above should assist the small traders access County markets easily Any cargo-carrying vehicle or vessel shall be registered to a single driver and designated

assistants (not exceeding two); all of whom shall be designated as such in writing by the owner or operator of the said vehicle or vessel with reference to that vehicle or vessel. The employers should provide Staff Identity Cards to make it easier for security agencies to facilitate their journeys.

- iii. The Ministry has exempted providers of logistics and distribution networks for essential products (including food supplies and other cargo) and services across road sea or air from curfew/restricted travel measures to ensure uninterrupted supply of good and services.
- iv. Besides private logistics companies, government owned entities such the Postal Cooperation, NYS, Army trucks among others are being used to distribute essential goods.
- v. Support Temporary sites to be opened for particular products to decongest open air markets and ensure 2 metre separation distance between sellers and buyers.
- vi. Support the use of food trucks to supply groceries within estates, to enhance access to food, provided they comply with the guidelines issued by health authorities. These is already happening in some estates where distributors/farmers/retailers bring food in lorries and sell the food from their trucks/pickups etc.
- vii. Fumigation is now required for all containers and trucks at point of departure in line with Ministry of Health existing guidelines and other directives issued from time to time.
- viii. All trucks/distribution vehicles are required to have a maximum of three (3) cargo crew, consisting of two Drivers and a Loader and be issued with identification badges for use during curfews/restricted travel
- ix. The Ministry is working on a solution for identifying vehicles and personnel providing essential goods and services at to reduce the incidents of misconduct and confusion during curfew hours, as well as to monitor compliance with these guidelines.
- x. In collaboration with the County Governments, stop over locations have been designated in trading centers along the transit route to promote social distancing for the crew while transporting the cargo.
- xi. In collaboration with the Command Centre, additional security has been deployed to stop attacks in case of a breakdown
- xii. In collaboration with mobile money providers, transaction fees have been waived for transfers of < KES 1000
- xiii. The Ministry is also supporting increased use of digitally supported supply chains. Online food delivery businesses such as Jumia, Glovo, Uber and Eats have proved that digital technology will enhance access to food.
- xiv. Other essential businesses dealing with food should collaborate with these e-commerce logistics businesses to organize delivery of food to customers.

What is Ministry of Industrialization, Trade and Enterprise Development currently doing to address PPE production?

The Kenya Bureau of Standards has waived fees for the purchase of Standards for PPEs and testing fees. Currently KEBS has been tasked by the Ministry to facilitate all local Manufacturers of PPEs so that the same can be easily be manufactured locally

In order to support the President's call on the thousands of tailors all over the country who will look to make masks, the Ministry in consultation with the Ministry of Health will issue guidelines on the production of non-medical face Masks by SMEs and manufacturers. The Standards are now available for free at KEBS website www.kebs.org and testing of the same is free during the period of the Corona pandemic;

What do I do to obtain further information on these issues?

Contact the Situation Room at the Ministry of Trade, Industrialization and Trade and Enterprises:

24-hr toll-free hotline: +254 110 922 066

Email: advisorycentre@trade.go.ke

ANNEX A

Food and beverages:	
1.	Cereals
2.	Sugar
3.	Wheat products (breads, confectioneries and breakfast cereals)
4.	Sugar Confectionaries
5.	Dairy products
6.	Processed foods
7.	Meat and meat products
8.	Fish
9.	Edible oils
10.	Salt and cooking spices
11.	Fruits, vegetables and nuts
12.	Water
13.	Juices and non-carbonated drinks/diluting drinks
14.	Tea, coffee, tobacco etc.
15.	Alcohol beverages

Other products	
1.	Essential Textiles and Apparels – e.g. face masks, medical uniforms
2.	Medical equipment and essential supplies e.g. oxygen;
3.	Pharmaceuticals and Medicaments;
4.	Medical equipment;
5.	Animal health medicaments;
6.	Soap, detergents and washing materials
7.	Hygiene and personal care products; eg. Toiles tissues, serviettes, sanitary pads, diapers etc
8.	Agrochemicals and pest control products; eg. mosquito nets, farm inputs, insecticides etc
9.	Animal feeds
10.	Petroleum fuels;
11.	Cooking fuels, including wood fuels and matches
12.	Motor vehicle parts
13.	Motor cycle and parts

Other products	
14.	Essential Plastic and rubber – eg. packaging such as bags, water bottles, plastic tanks, cling film, goggles, face shields, gloves, disposable gowns/overall, etc
15.	Essential Paper products eg. Packaging- industrial packaging bags Paper bags), Sacks Convertors, Labelling, Paper converters, Printers and Allied- Stationery, Pulp/Paper manufacturers (raw materials for paper products), Toilet Tissue, Tissue disposable medical bed spread, Serviettes, Aluminium Foil,
16.	Packaging materials manufacturers (e.g. labels, containers, cartons etc.) for manufacturers of Essential Products.
17.	Timber & Furniture - Clinical furniture, beds, fit outs, coffins - To the extent that they are providing support in the COVID 19 response for the urgent requirement of hospital, laboratory or clinical furniture, beds, fit outs required to set up temporary facilities or to convert existing facilities for medical support
18.	Glass products and labels – eg. packaging such as bags,
19.	Fresh flowers
20.	Mattresses
21.	Soda Ash
22.	Fertilizers
23.	Supply Chain for critical products and industries: supply chain companies supplying essential services for manufacturers e.g. service and calibration of manufacturing equipment

Support distributive networks for essential products/services	
1.	Supermarkets;
2.	Provision/convenience retail stores;
3.	Chemists/Pharmacists/crop or animal laboratories
4.	Open/Built wholesale and retail markets for food , fruit and vegetables;
5.	Essential food Outlets;
6.	Butcheries;
7.	Slaughter houses/abattoirs;
8.	Open/Built wholesale and retail markets for cereals;
9.	Gas distributors, petrol stations;
10.	Sellers of wood fuels.
11.	Sanitary and waste management
12.	Motor vehicle and motor cycle parts shops/distributors
13.	Transporters of essential products

	Essential Products	Distribution networks
1	Cereals and pulses	Supermarkets, Provision/convenience retail stores, open/built wholesale and retail markets for cereals
2	Fruits, vegetables, nuts ; fresh cut flowers	Open/Built wholesale and retail markets for food, fruit and vegetables and airport for fresh cut flowers
3	Sugar, salt and other spices for cooking	Supermarket operators Provision/convenient retail stores
4	Dairy Products	Supermarket operators Provision/convenience retail stores
5	Poultry, Meat and meat products	Supermarket operators Provision/convenient retail stores
6	Fish and fish products	Supermarket operators Provision/convenient retail stores
7	Edible oils	Supermarket operators Provision/convenient retail stores
8	Soap and detergents	Supermarket operators Provision/convenient retail stores
9	Pharmaceuticals	Chemists/Pharmacy outlets.
10	Fuel	Gas distributors, petrol stations
11	Motor vehicle, motor cycle and parts/repair	Parts shops/dealers
12	Textile and apparels	Retail and wholesale stores, supermarkets stores, supermarkets, Rivatex, EPZ
13	Agrochemical	Retail and wholesale agro vet stores, supermarkets, Agrochemicals Ltd

ANNEX B

	Essential manufacturers
1.	Milling industries for grains and sugar
2.	Edible oils manufacturers
3.	Salt manufacturers
4.	Meat and meat products' processors
5.	Sundry food processors
6.	Slaughter houses/abattoirs
7.	Dairy processors
8.	Manufacturers of soap, detergents and other personal care and hygiene products
9.	Pharmaceutical manufacturers/industries

Essential manufacturers	
10.	Water bottlers
11.	Fuel dealers
12.	Manufacturers of packaging materials for the essential goods manufacturers
13.	Motor vehicle assemblers/service shops
14.	Essential Textile, Apparel and footwear
15.	Local manufacturing Exporters

ANNEX C:

MINISTRY OF HEALTH GUIDELINES ON COVID-19 MANAGEMENT	
1.	Considering that the COVID-19 disease has now been classified as a pandemic we are taking precautionary measures. All Kenyans should observe the following:
2.	Regularly and thoroughly wash your hands with soap and water or use alcohol-based hand sanitizer.
3.	Maintain a distance of at least 1 meter (5 feet) between yourself and anyone who is coughing or sneezing.
4.	Persons with a cough or sneezing should stay home or keep a social distance but avoid mixing with others in a crowd.
5.	Maintain good respiratory hygiene by covering your mouth and nose while coughing and sneezing with a handkerchief, tissue, or into flexed elbow.
6.	Stay at home if you feel unwell with symptoms like fever, cough and difficulty in breathing.
7.	Suspend all public gatherings, meetings, religious crusades games events etc. Normal church services can go on provided they provide sanitizing/and hand washing.
8.	Suspend all inter – school events but keep schools open.
9.	Public transport providers are directed to provide hand sanitizers for their clients and regular cleaning of the vehicles. Matatus should carry the required passengers to maintain social distance, provide sanitizers and their vehicles should be disinfected regularly.
10.	Temporary suspension of prison visits for the next 30 days.
11.	Kenyans must not abuse social media platforms or indulge in spreading misinformation that can cause fear and panic.
12.	Travel restrictions outside the country unless necessary and no travel to disease epicentre countries.
13.	All persons visiting public places such as supermarkets, open air markets, public transport should always wear a face mask to reduce the chances of transmission of the virus.
14.	Utilize the call line facility number 719 to report on any cases regarding the disease and *719# to receive the correct messages.

Contacts

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