



Oleg V.
Blacklane Chauffeur, Berlin

The Blacklane Health and Safety Checklist

BLACKLANE
UPGRADE YOUR TRAVELS

The new normal in travel

To comply with Blacklane's new health and safety standards, we ask that the following mandatory steps are part of your daily work routine.

- Check for Coronavirus symptoms, including a fever, every morning.
- In case of symptoms:
 - Call in sick.
 - Stay in self-quarantine and get tested.
 - If infected with COVID-19, follow your doctor's advice and immediately contact Blacklane. Once you have recovered, provide a negative test before resuming work.
 - If you test negatively, provide the results and resume work once you feel better.



The new normal in travel

- Wear face masks. For more information on correct mask usage, [check this link](#).
- Use hand sanitizer frequently and/or wash your hands.
- Disinfect the vehicle before each ride.
- Avoid all physical contact with guests, maintaining at least 1.5 m (around 6 ft) distance between one another.
- Remove all dispensable items such as magazines, candies, etc.
- Ensure that guests don't sit in the front seat.
- Check your temperature throughout the day with a thermometer.



1. Pre-ride

Preparing the vehicle before every ride

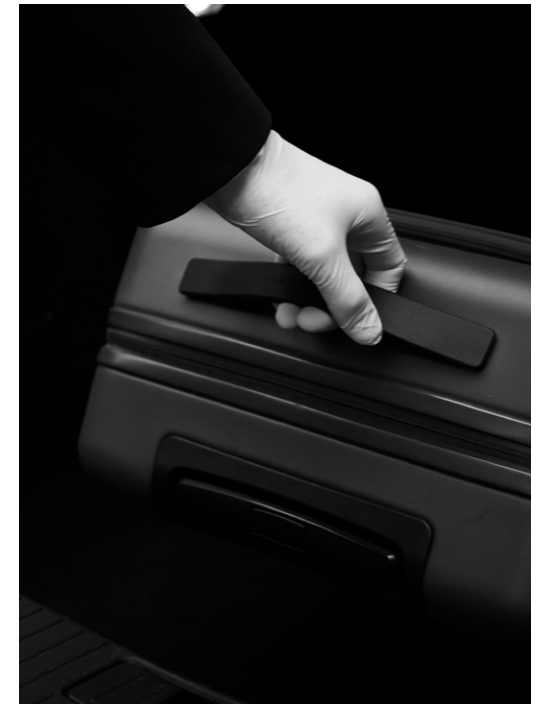
- Disinfect all touched surfaces: head and arm rest, screen, seat belt and buckle, door and luggage compartment handles, steering wheel, knobs and buttons (i.e. radio or air conditioning), gear shift, etc.
- Place water in the door holders, not in the middle console as this leaves a lower risk for contamination. Always sanitize unused water bottles.
- Ensure virucidal hand sanitizer is available in the guest area.
- Air out the vehicle between rides.
- Wash or disinfect hands.
- Turn off in-car air circulation.



2. Meet & Greet

Greeting the guest

- Wear a face mask that covers mouth, nose, and chin.
- Don't offer a handshake, but rather a slight bow instead.
- Offer a face mask to the guest if they aren't wearing one. Hand them the mask either individually wrapped or from an envelope. Please be careful not to touch the masks.
- Offer hand sanitizer to the guest during Meet & Greet.
- Offer to assist with luggage, but leave it to the guest if they prefer.



3. Boarding the vehicle

Before the journey begins

- Assure the guest about the sanitization of the vehicle:
"Please rest assured that the vehicle has been cleaned and sanitized to meet Blacklane health and safety standards."
- Open the door first for the guest and close the door behind them. This ensures they don't have to touch the vehicle doors.



4. During the ride

Stay healthy on the road

- Wear a face mask.
- Turn off in-car air circulation.



5. On arrival

Ending the journey

- If you (the chauffeur) remove the guests' luggage, please offer to wipe the luggage handles afterwards. If the luggage is made of leather, use a formula free of alcohol, solvents, or silicone.

"Would you like me to disinfect the handles of your luggage before you go on your way?"

- Don't offer the guest a handshake, but rather a slight bow instead.
- Avoid handling potentially contaminated cash (from tips).



6. After the ride

Cleaning after every journey

- Disinfect the vehicle in the same way done prior to the ride. All wipes should be discarded safely.
- Dispose of all cleaning material or loose items after each journey.



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"Stay healthy, stay safe, and
let's persevere together."

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