

Covid-19 Company Policy



Updated on 20/06/2020

This Covid-19 policy will be susceptible to changes in line with any additional changes made by the government.

This company policy includes the measures we are actively taking to reduce the spread of Covid-19. You are strongly advised to follow these rules diligently, to sustain a healthy and safe workplace during this unique situation that we now find ourselves in. It is important that we all respond responsibly and transparently to these health precautions in place. We assure you that we will provide PPE to ensure that you are able to complete work required, safely.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- **Disposable gloves have been provided for every van and the office. These should always be worn when working. Gloves should also be worn if dealing with money.**
- **Disposable Masks have been provided for every van and should be worn on all jobs until further notice.**
- **Antibacterial hand sanitiser has been provided for every van and you are encouraged to use this regularly, particularly before entering a client's home and upon leaving once works are complete.**

GENERAL HYGIENE

- **You should wipe down anything that has been touched within a client's home or on site once works have been completed.**
- **All equipment should be cleaned before and after use, especially if the equipment is shared – for example, drills, tools, desk surfaces, handheld tools, door handles, printer/photocopier.**
- **Wash your hands with soap and warm water frequently, where this isn't possible, use the antibacterial hand sanitiser provided.**
- **Avoid touching your face, particularly your eyes, nose and mouth to limit the risk of infection**
- **Practice good respiratory hygiene by ensuring that you cough/sneeze into a tissue and discard of the used tissue immediately and safely. If no tissue is available, then cough/sneeze into the crease of your elbow. Wash/sanitise your hands immediately**

VEHICLE SHARING

- **When sharing a van, then practice good ventilation by keeping windows open if possible.**
- **Vans should be cleaned regularly and wiped down every morning and evening**

CUSTOMERS

- **Customers will be asked if they are displaying any symptoms before works are booked in. The main symptoms of Covid-19 are a high temperature, a new, continuous cough and a loss or change to your sense of smell or taste.**
- **It will be explained to customers at the time of booking in the job that the engineer/plumber attending will ask/confirm that the client is well prior to starting the works.**

We each have a responsibility to try and reduce the risk of catching/passing the virus. We must remain alert and follow NHS advice on whether to self-isolate to further reduce the chances of the virus spreading.

As an extra precautionary measure, it is advisable for customers to remain in a room where works are not being carried out to help to reduce any risk to both the client and the engineer/plumber.