

Coronavirus (COVID-19): Latest information and advice.



Introduction

Today's key messages:

1. At this time, there is no change to our Barriers of Control and procedures.
2. As changes are prepared you will be engaged, and information communicated.
3. If it cannot be done safely ... we won't.

Take a look at the following link of a few videos which a number of you have been involved with as part of the 8pm Thursday evening "clapping of appreciation" to our NHS. <https://youtu.be/eqLpdA5DpdY>

The Government announced on Sunday 10th May the road map to the recovery strategy and the various phases and possible initiation dates which are conditional based on the effectiveness of the previous stage. Further details can be found on the government website [here](#)



- At level 4 (where we remain today) our barriers of control must remain as strong as previous. So, on site and to manage the improved flow and regulated increase in footfall (Phase 1 and over the next couple of weeks) we will adapt and improve our existing controls. Through risk assessment we shall confirm that the remaining risk is no greater.

- As the UK moves into level 3, assumed around a month from now, we can consider increasing our footfall further (Phase 2) and to stand down some of our controls. Again, only following Risk Assessment and with clearly defined trigger and response plans ensure our capability to reintroduce controls should the situation and a higher alert level revert.
- At levels 2 and 1 we will consider returning to some pre-virus controls. (Phase 3)

What are the symptoms to look out for?

NHS

Do not leave home if you or someone you live with has any of the following:

- a high temperature
- a new, continuous cough
- a loss of, or change to, your sense of smell or taste

[Check the NHS website if you have symptoms](#)

Stay alert

We can all help control the virus if we all stay alert. This means you must:

- stay at home as much as possible
- work from home if you can
- limit contact with other people
- keep your distance if you go out (2 meters apart where possible)
- wash your hands regularly






Do not leave home if you or anyone in your household has symptoms. Further information can be found on the government website <https://www.gov.uk/coronavirus>

Over recent weeks the site has been working hard to review the barriers of control against recent and potential future changes that the government bring into force as part of its recovery strategy. We will continue to review and monitor the control measures adjusting as necessary to these barriers. This update is to provide details of the latest changes.

Action to take if you show any of the signs above.

1. Testing is available for all persons over the age of 5 and showing symptoms, it is best where possible to have a test within the first 3 days, although still effective up to 5 days.
2. Our primary Barrier of Control is 'isolate if showing symptoms' and follow the government advice on length of time for isolating. <https://www.gov.uk/coronavirus>
3. Once you have isolated, inform your manager and the medics (as per current)
4. Book a test on the NHS website <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/ask-for-a-test-to-check-if-you-have-coronavirus/>
5. Once you've received your results contact your manager to discuss the findings.
6. The line manager shall notify HR and the medics of the outcome of the employee's results.
7. If negative – the line manager and employee should discuss a return to work plan.
8. If positive – continue to isolate for 7 days from showing symptoms, after 7 days if you do not have a high temperature you can return to work (NHS/ Government guidance). If you have had a test as part of your household and you did not have any symptoms and your results were negative continue to isolate for 14 days from the start of the symptoms shown in the household.
9. The Occ health dept will arrange for the company doctor to contact the employees who have received a positive test result.
10. Before your return the Company Doctor shall contact you to discuss your symptoms and to discuss your return (confirm you are fit to return 7 days after showing symptoms and your wellbeing etc).
11. Upon return to work, your line manager will complete the return to work form and the Covid 19 checklist. (the return to work form should be sent to HR and the Covid 19 checklist sent to the Occ health dept so that they can ensure that this is reviewed by the Company Doctor and added to your personnel file).



Area of control	Contact for managing the changes and process	Details that may have been sent out
Gatehouse	David Mcluckie	 New Gatehouse Procedure 04 doc.doc
RPE	Malcolm Hudson	 RPE protection.pdf  Use of FFP2 masks for coronavirus.pdf
Car sharing	Malcolm Hudson	 Covid-19 RA - Car Sharing draft v1.pdf
Contractor reintroduction to site	Grahame Wallace	
Induction	Rob McConnell	 COVID-19 Global Visitor Questionnaire
Site signage	Tim Watts	
Office space and layout	Tim Watts	
Training	Mike Smith	
Health surveillance	Justin White	
Production and work area 'working practices' and 'site specific controls'	Production Managers: Carl, Craig and Joe	As per area risk assessments

It is important that we continue to follow, monitor and review our barriers of control, striving to see where these can be improved and adjusting where and when required. Modifications to barriers being completed on a risk-based approach.

Barriers of Control – What we are all responsible to maintain, always.

Then, through audit and review we will continuously plan, perform, monitor and improve to strengthen our barriers of control

Virus Control

Virus and Operating Hazards

UK Government advice

- No public gatherings, limited travel, social distancing, Stay Alert etc
- **Self Isolate and Immediately access the UK COVID-19 Testing program** (All persons over the age of 5 years and showing symptoms)

- **Reduced footfall** on site (projects, contractors, visitors, deliveries and staff working from home)
- Gatehouse control and Temperature checks
- Limiting team numbers in one place and modified shift start / end times
- Limiting training and medical surveillance to Safety Critical roles, duties and requirements only (risk based).

Virus transfer control

- **Personal working distances** – in the work place, whilst travelling and meeting etc
- Hygiene, Sanitising and Cleaning
- Point of Work assessments and control (SLAMs / Take 5 etc)
- **Modified methods of work** / method statements

Recognised 'Going Concern'

- Essential and safety critical activities protected
- Regional Stakeholders informed, including HSE

Site Overall Safety Control

- Reduced activities across the site
- Projects stood down
- Salt operations stood down

- Critical Tasks and Critical Maintenance activities identified and tracked
- Job planning and procedures

- Major Hazard Audits
- Safety Performance indicators

- Hazard, Near Miss and SPOP reporting
- Emergency Service Provision

- PPE in designated areas, situations & when working <2m
- Continuous Risk Assessment
- Awareness and **Behaviour**
- Signage and communication

Infection or any other Unwanted Event



Mental Health Awareness Week takes place from 18-24 May 2020

The theme is kindness.



Explore the following links to find out more information.

<https://www.mentalhealth.org.uk/campaigns/mental-health-awareness-week>

<https://www.bbc.co.uk/news/health-51873799>

[The charity Mind has information you might find helpful.](#)

<https://iosh.com/resources-and-research/our-resources/communicable-diseases/coronavirus/mental-health-and-wellbeing-working-from-home/>



[Wellbeing and mental health during Covid-19](#)

As Anxiety UK's Nicky Lidbetter explains, the fear of being out of control and unable to tolerate uncertainty are common characteristics of many anxiety disorders. It's understandable that many individuals with pre-existing anxiety are facing challenges now.

So how can we protect our own mental health?

- Limit the news and be careful what you read
- Have breaks from social media and mute things which are triggering
- Wash your hands but not excessively
- Distract yourself – our minds struggle to hold two thoughts at the same time
- Stay connected with people
- Be nice to yourself
- Focus on what you can control
- Avoid burnout

Site counselling service provision

Should you need counselling services during this time please contact **Martin Holland on 07789 390707**

Information on what Medicash can provide for you.

Below is a link to a short 5-minute video on what the benefits to Medicash are for those employees who are members.

<https://www.youtube.com/watch?v=v2ZabZl29ro>

Further updates will be provided as and when appropriate