

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



Introduction

Recent announcements for the UK Government must not lead to COMPLACENCY. At Alert Level 3 the virus remains in general circulation. This means that if we loose sight of the hazard and reduce our Barrier of Control too quickly we could, here on site, drive an exponential increase in infections.

Key Message: Maintain Your Current Controls and Be Aware of Complacency

NB: As a business and a site, we use 3 references, to guide us in the development of our ‘pathway to return’:

1. The UK Alert Level, which is now at Level 3
2. Our regional situation which when combined with Track and Trace will respond to localised outbreaks, and
3. Our own Barriers of Control that are in place to provide for the Safe Production, Processing and Logistics of our essential minerals.

Our own Barriers of Control must remain as strong as previously. So, on site and to continue the management and regulated increase in footfall (contractor activities, recommissioning of Salt operations that we have progressed over the past few weeks) we will continue only on an assessed adaption and improvement to our existing controls. A review of site risk assessments will be carried out to take into account these recent government changes and to confirm that the remaining risk is no greater than previous. More information and the next guided Barriers of Control will follow upon the output of these in due course. **(before the 4th July)**

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 (maintain 2m for now. +1m from 4th July)
- wash your hands regularly

Do not leave home if you or anyone in your household has symptoms.

If required to work together <2m

Wear appropriate PPE: i.e. face mask and gloves. Sanitise the area before and after. Reduce your exposure time.



On Tuesday 23rd June the government has announced that from Saturday 4th July, pubs, restaurants and hairdressers will be able to reopen, providing they adhere to COVID Secure guidelines.

From the same date, the government has set out that two households will be able to meet up in any setting with social distancing measures, and that people can now enjoy staycations in England with the reopening of accommodation sites.

In order to begin restoring the arts and cultural sector, some leisure facilities and tourist attractions may also reopen, if they can do so safely – this includes outdoor gyms and playgrounds, cinemas, museums, galleries, theme parks and arcades, as well as libraries, social clubs, places of worship and community centres.

Following a review, the Prime Minister has also set out that where it is not possible to stay two metres apart, guidance will allow people to keep a social distance of 'one metre plus'. This means staying one metre apart, plus mitigations which reduce the risk of transmission.

In line with the latest Government announcement, the following businesses must remain **CLOSED** from 4th July:

- Nail bars, spas and beauty salons
- Tattoo, piercing and massages parlours
- Bowling alleys, skating rinks and indoor play areas (including soft play)
- Indoor gyms, fitness and dance studios
- Indoor sports venues/facilities including swimming pools
- Water parks
- Nightclubs
- Casinos
- Exhibition or Conference Centres

Source - <https://www.gov.uk/government/news/pm-announces-easing-of-lockdown-restrictions-23-june-2020>

Plans to ease guidance for over 2 million shielding

- Advisory guidance to be eased for 2.2 million clinically extremely vulnerable people across England, as virus infection rates continue to fall
- From Monday 6 July, those shielding from coronavirus can gather in groups of up to 6 people outdoors and form a 'support bubble' with another household
- Government shielding support package will remain in place until the end of July when people will no longer be advised to shield

Source - <https://www.gov.uk/government/news/plans-to-ease-guidance-for-over-2-million-shielding>

Outside UK travel

What are the new quarantine rules?

Passengers arriving in the UK by plane, ferry or train - including UK nationals - **will be asked to provide an address** where they will self-isolate for 14 days. Travellers can be fined £100 for failing to fill in a form with these details.

Surprise visits will be used to check they are following the rules. Those in England **could be fined up to £1,000 if they fail to self-isolate.**

Passengers should drive their own car to their destination, where possible. If they don't provide an address, the government will arrange accommodation at the traveller's expense.

Once at their destination they must not use public transport or taxis. They must not go to work, school, or public areas, or have visitors except for essential support.

They are also not allowed to go out to buy food, or other essentials, where they can rely on others.

People returning from overseas will not be automatically eligible for statutory sick pay unless they **meet the required conditions** - for example displaying coronavirus symptoms.

Is anywhere exempt from quarantine?

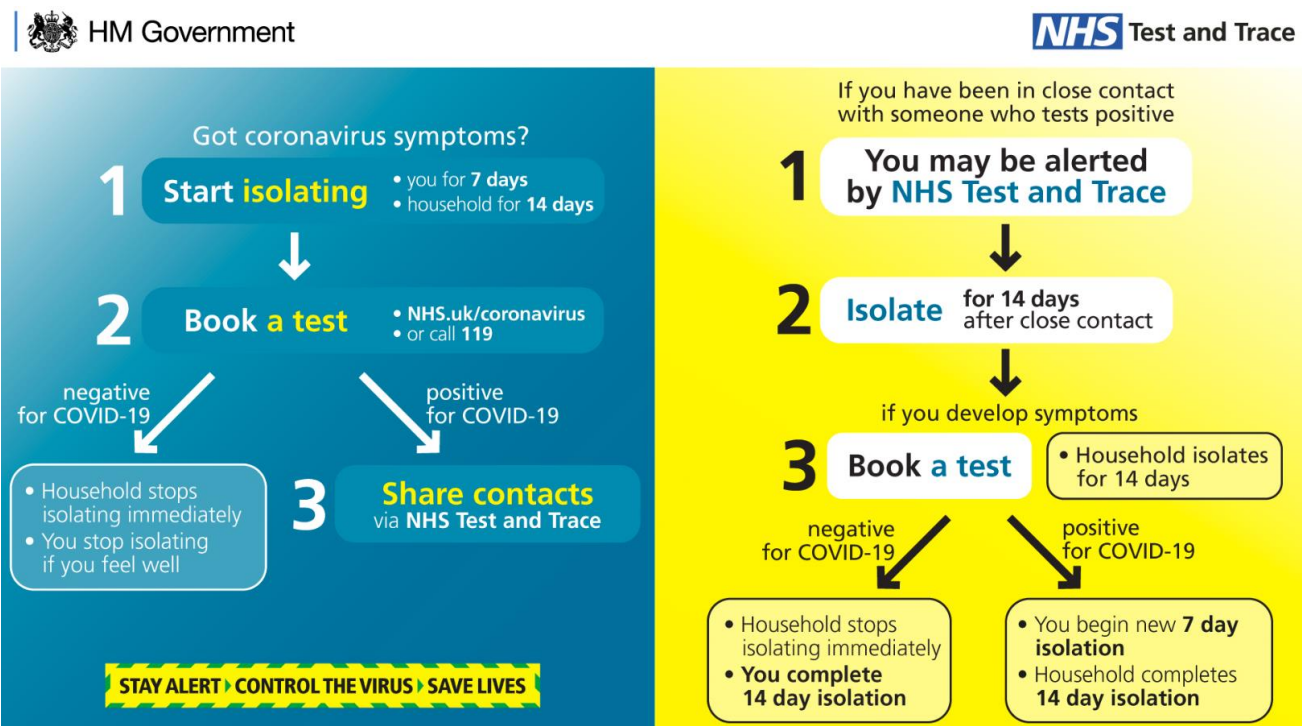
Anyone arriving from the Common Travel Area (CTA) - the Republic of Ireland, the Channel Islands, or the Isle of Man - will not have to enter quarantine, as long as they have been in the CTA for at least 14 days.

About the NHS test and trace service

The NHS test and trace service:

- provides testing for anyone who has symptoms of coronavirus to find out if they have the virus
- gets in touch with anyone who has had a positive test result to help them share information about any close recent contacts they have had
- alerts those contacts, where necessary, and notifies them they need to self-isolate to help stop the spread of the virus

By following instructions to self-isolate, people who have had close recent contact with someone with coronavirus will be protecting their family, friends, colleagues and other people around them, and will play a direct role in stopping the spread of the virus.



If you have tested positive for covid-19 - you should be contacted by someone from the NHS Track and Trace service. They will ask you several questions regarding your symptoms, how long you have had them and whom you have been in contact with over a certain period. In respect of anyone you have been in contact with, they will ask you for contact details. If that person is an employee of ICL UK (Cleveland Potash Limited or ICL UK Sales) then you may not have contact details. If this is the case, then you should provide the Track and Trace Representative with

the MyHRCenter_Europe@icl-group.com e-mail address or the main switchboard number (01287 640140) so that the HR Department can assist.

If you are contacted because you have been in contact with someone who has recently tested positive – you may receive a call from the NHS Track and Trace service because they have identified that you have been in contact with someone who has recently tested positive for covid-19. If this is the case, then they will instruct you to isolate for a period of 14 days. They will not however advise you of whom you have been in contact with. In relation to your absence, the Company has agreed that it will maintain your normal earnings for the period of isolation (this is in line with the current treatment of covid-19 related absences and sickness payments).

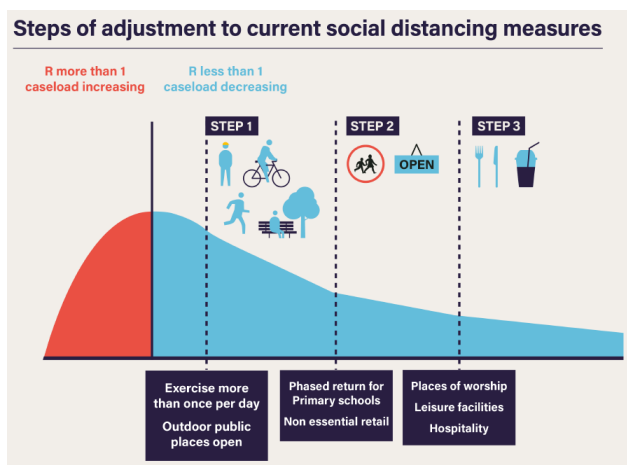
If you are a smoker how can Covid 19 affect you

People who smoke generally have an increased risk of contracting respiratory infection and of more severe symptoms once infected. Coronavirus (COVID-19) symptoms may therefore be more severe for smokers. This guidance advises how to reduce the risk of contracting COVID-19 for those who smoke or vape, and how to access support to stop smoking and remain smoke free. Follow the link below for more details.

<https://www.gov.uk/government/publications/covid-19-advice-for-smokers-and-vapers/covid-19-advice-for-smokers-and-vapers>

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](#). This phase plan is being followed with continuous relaxation of controls.

Coronavirus alert levels in UK



Stage of outbreak	Alert Level	Measures in place
Risk of healthcare services being overwhelmed	5	Lockdown begins
Transmission is high or rising exponentially	4	Social distancing continues
Virus is in general circulation	3	Gradual relaxation of restrictions
Number of cases and transmission is low	2	Minimal social distancing, enhanced tracing
Covid-19 no longer present in UK	1	Routine international monitoring



- The alert level was reduced from level four to three on 19th June. That means the epidemic is in general circulation, but transmission is no longer "high or rising exponentially".
- Even now at Alert level 3 our Barriers of Control must remain as strong as previously. So, on site and to continue the management and regulated increase in footfall (contractor activities, recommissioning of Salt operations that we have progressed over the past few weeks) we will continue only on an assessed adaption and improvement to our existing controls.
- A review of site risk assessments is being carried out to take into account these recent government changes and to confirm that the remaining risk is no greater than previous. More information will follow upon the output of these in due course. (before the 4th July)
- At levels 2 and 1 we will consider returning to some pre-virus controls.

5 tests for adjusting the lockdown

- 1 Protect the NHS's ability to cope. We must be confident that we are able to provide sufficient critical care and specialist treatment right across the UK.
- 2 See a sustained and consistent fall in the daily death rates from COVID-19 so we are confident that we have moved beyond the peak.
- 3 Reliable data from SAGE showing that the rate of infection is decreasing to manageable levels across the board.
- 4 Be confident that the range of operational challenges, including testing capacity and PPE, are in hand, with supply able to meet future demand.
- 5 Be confident that any adjustments to the current measures will not risk a second peak of infections that overwhelms the NHS.

STAY ALERT • CONTROL THE VIRUS • SAVE LIVES

Principles of reducing the risk of transmission of COVID-19:



Distance

If you are further away from someone there's less risk of catching the virus.



Duration

The longer you are close to an infectious person, the higher the risk.



Direction

The risk is lower if you are not face-to-face with the infectious person.



Ventilation

The risk is lower if you are outdoors, or in a well ventilated area.

STAY ALERT • CONTROL THE VIRUS • SAVE LIVES

What are the symptoms to look out for?



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 (1m from 4th July)
- 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.

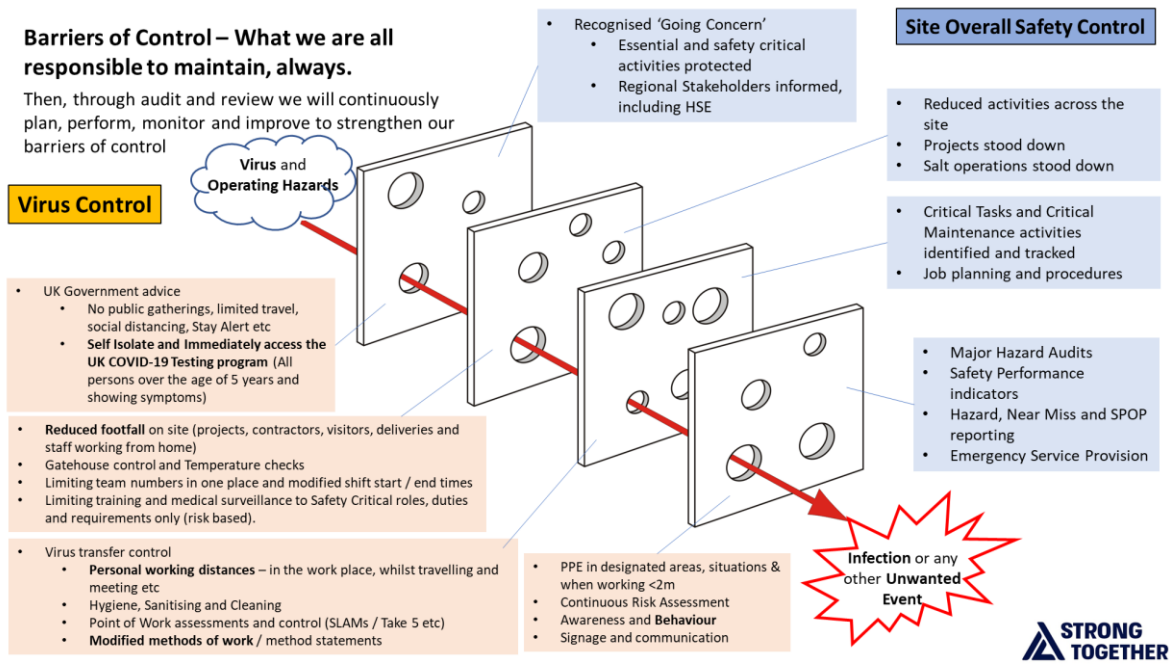
Action to take if you show any of the signs above.

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 requirements)
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 (where you tested positive). 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	Assessment that are now being undertaken to respond to the reduction in Alert Level, announcements to UK guidance whilst maintain the risk to as low as reasonably practicable
Gatehouse	David Mcluckie	Review and update of risk assessment being carried out.
RPE	Malcolm Hudson	The RPE policy has been finalised, activities are now underway to drive towards meeting the policy requirements.
Car sharing	Malcolm Hudson	The current car sharing guidelines will be reviewed and any changes will be advised.
Contractor reintroduction to site	Grahame Wallace	<p>The current process of reviewing and approving contractors to site will continue.</p> <p>Contracting companies should carry out a review of their risk assessments in respect to the recent government announcements.</p>
Induction	Rob McConnell	No changes required
Site signage	Tim Watts	A review is underway to consider modifications to site signage to no longer state a distance, rather emphasizing 'safe distancing'
Office space and layout	Tim Watts	Layouts to be reviewed taking account of the changes to social distances from 2m to 1m+
Training	Mike Smith	Review Risk Assessment to a 1m+ rule
Health surveillance	Justin White	Health surveillance appointments have now resumed starting from Monday 22 nd June, for employees who are currently overdue please make a suitable appointment to complete assessments. Additional control measures are in place which may require the need for slightly longer appointments.
Production and work area 'working practices' and 'site specific controls'	Production Managers: Carl, Craig and Joe. Teesdock – Mark/ Andrew W	<p>Risk Assessments to be reviewed in line with the change in distancing guidelines</p> <p>Change may only be made if the risk remains as low as reasonably practical.</p>

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.



Key Message: Maintain Your Current Controls

Be Aware of Complacency

Next COVID Employee briefing will be distributed ahead of the implementation date provided by the UK Government – 4th July