

COVID-19 POLICY

Introduction

COVID-19 is an illness that can affect your lungs and airways. It's caused by a virus called coronavirus. The most common symptoms of coronavirus (COVID-19) are a cough, a high temperature, shortness of breath and loss of taste or smell. Simple measures like washing hands often with soap and water and social distancing can help stop viruses like coronavirus (COVID-19) spreading.

A vaccine rollout is ongoing throughout the UK and the rest of the world with almost 95% of the adult population receiving their 1st dose of the vaccine and almost 80% receiving their second dose (Fully vaccinated).

Policy Aims and Objectives

Aim

To clearly state Brenmar's position on safe continuous working, where Government guidance permit us, during the global Covid-19 Pandemic.

Objectives

1. To ensure the company complies with appropriate guidance.
2. To minimise the risks associated with the spread of the virus.
3. To have clear hygiene rules in the workplace.
4. To provide employees with up to date guidance as set out by UK Government on the decisions made to reduce the infection rate across the country.
5. To continue to provide business continuity to our clients and reduce the spread of the virus.

1. Policy Rules

1.1 The company requires all employees to report for duty free from any symptoms of the Covid-19 virus.

Symptoms:

- A high temperature 37.8c or above or
- A new continuous cough
- Loss of taste or smell
- Shortness of breath

1.2 Any Employee who develops any of these symptoms are to self-isolate immediately, undertake a PCR test and notify Brenmar office of self-isolation. If the test result is negative, employees can return to work. If tested positive, employees must isolate immediately for at least 10 days from the onset of symptoms or a positive test.

1.3 Employees who have been double vaccinated and is recognised as a close contact to someone who has tested positive for Covid-19 are to notify Brenmar immediately, where the situation will be assessed on a case by case basis due to changing guidelines based to the new variant Omicron.

1.4 Fully vaccinated employees must provide Brenmar with certification of proof, otherwise they will be considered not fully vaccinated.

1.5 Partially / unvaccinated employees must self-isolate for 10 days if recognised as a close contact of someone who has tested positive for Covid-19.

1.6 Anyone who has been recognised as a close contact be it fully vaccinated or partially vaccinated must contact Louise Hinckley immediately. All cases will be assessed on an individual basis in line with government guidelines.

1.7 Employees working on any Brenmar site are to ensure strict hygiene practices are followed at all times. This includes the washing of hands for a minimum of 20 seconds regularly with soap and water. Facilities will be provided by Brenmar or in any agreement with the client to use their existing facilities.

1.8 Any employee who need to cough or sneeze are to do so into a tissue and dispose of in waste bins as soon as they are finished. No tissues or handkerchiefs that have been coughed or sneezed into are to be left in the working area or in the client public areas.

1.9 Brenmar require employees or sub-contractor employees to undertake lateral flow tests twice a week on a Monday AM and Thursday AM. Negative results to be emailed to admin@brenmar.co.uk as well as the Brenmar Site Supervisor and Project Manager. If the lateral flow test shows positive the employee is to self-isolate immediately, undertake a PCR test and notify Brenmar office of self-isolation.

1.10 Employees must wear face coverings whilst inside all building on sites and as required by the client. If travelling together, masks must be worn by all within the vehicle. Office staff will not be required to wear a face covering, unless they are unable to socially distance (2m). Only 1 person is allowed within the office communal area at a time. All visitors must wear face coverings.

1.11 Operatives are to social distance where possible including at break times. Break times will be staggered to meet social distance requirements.

2. Communication & Training

2.1 Training on hygiene practices and the above policy arrangements will be delivered to all operatives, office staff and senior management in the form of a toolbox talk. This will be delivered via email communication to minimise the amount of people congregating in one area.

2.2 Any new development and guidance made by the UK Government will be effectively communicated via email and/or telephone calls to keep employees up to date. Brenmar will follow all guidance and recommendations by the UK Government to ensure operatives are kept safe at all times.

3. Implementation of the Policy

3.1 This policy will be implemented through communication and honesty from all of our employees. If an employee is noticed by others to have developed a cough by any other member of staff or through the client, they will be asked to self-isolate and not be allowed to work on any sites that Brenmar operate.

3.2 Even if the symptoms appear mild and somewhat controversial, employees will still be asked to self-isolate out of precaution to reduce the spread amongst our workforce, any clients and the general public.

This policy may regularly change as and when new guidance and recommendations are published by the government. Once this happens, this will be communicated as per section 2 of this policy statement.

Signed



Mark Harvey
Director

November 2021