

FIELD BASED SOCIAL SEPARATION & HYGIENE RULES

The following 'Social Separation and Hygiene Rules' must be complied with at all times in conjunction with the 'Step Out' and 'Step In' principals to 'stop the spread' and ensure safe and healthy working conditions for all



1 Do not report to work if...

You have tested positive, exhibit any symptoms and or been notified to self isolate



2 Assessment Protocol

Dual occupancy within vehicles must comply with the following vehicle assessment protocol:

- Avoid changing team members to maintain fixed working parties; where this is not possible a negative result must be achieved through a Lateral Flow Test
- Minimise duration and distance of travel
- Keep windows open for ventilation
- Avoid touching your face and objects within the vehicle
- Do not eat or drink whilst travelling
- Maintain hygiene when leaving and entering the vehicle (Rule 4)
- Frequently clean and sanitise the surfaces within the interior of the vehicle (steering wheel, door handles and controls) (Rule 3)



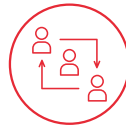
3 Personal Protective Equipment

Ensure you have sufficient supplies of Personal Protective Equipment and cleaning agents to maintain a safe, clean and sanitised environment when working, driving and operating plant and / or machinery



4 Clean your hands

Regularly and thoroughly clean your hands with an alcohol-based hand rub or wash them with soap and water for at least 20 seconds; use hand sanitiser gel if soap and water are not available



5 Minimise rotation of operators

Minimise where possible the need to rotate plant operators to minimise dual use and handling of controls



6 Social separation

Ensure all site visitors maintain social separation when attending your work location



7 Report safety incidents

Report all incidents, near misses, hazards and breaches off the rules to the Incident Management Centre 0330 123 1092

8 Risk assess all work activities:

Record your findings, select the appropriate work method and implement all appropriate control measures for the task being undertaken

WORK METHOD 1 – No change to working party team members

No restrictions on social separation and working durations; carry out work in a methodical way, based on knowledge, skills, training and experience

WORK METHOD 2 – Change to working party team members

Maintain social separation; e.g. 'Step Out and Step In' process between team members; if unable to maintain; stop, reassess and innovate method of undertaking the task if safe to do so

WORK METHOD 3 – Change to working party team members

Where work method 2 cannot be achieved and no alternative method is available you are permitted to work within close proximity of each other with the wearing of a face covering / mask in exceptional circumstances e.g. short duration of up to 15 minutes such as manual handling activities (revert to Work Method 2 on completion of the task)

WORK METHOD 4 – Change to working party team members

Where work activities require closer working for a longer period (exceeding 15 minutes' duration) additional Supervision will be required to aid the consistent application of the rules (revert back to Work Method 2 on completion of the task)



9 Be Vigilant

Ensure you are personally carrying out the right actions, for you, your colleagues, your families and the public's health and safety

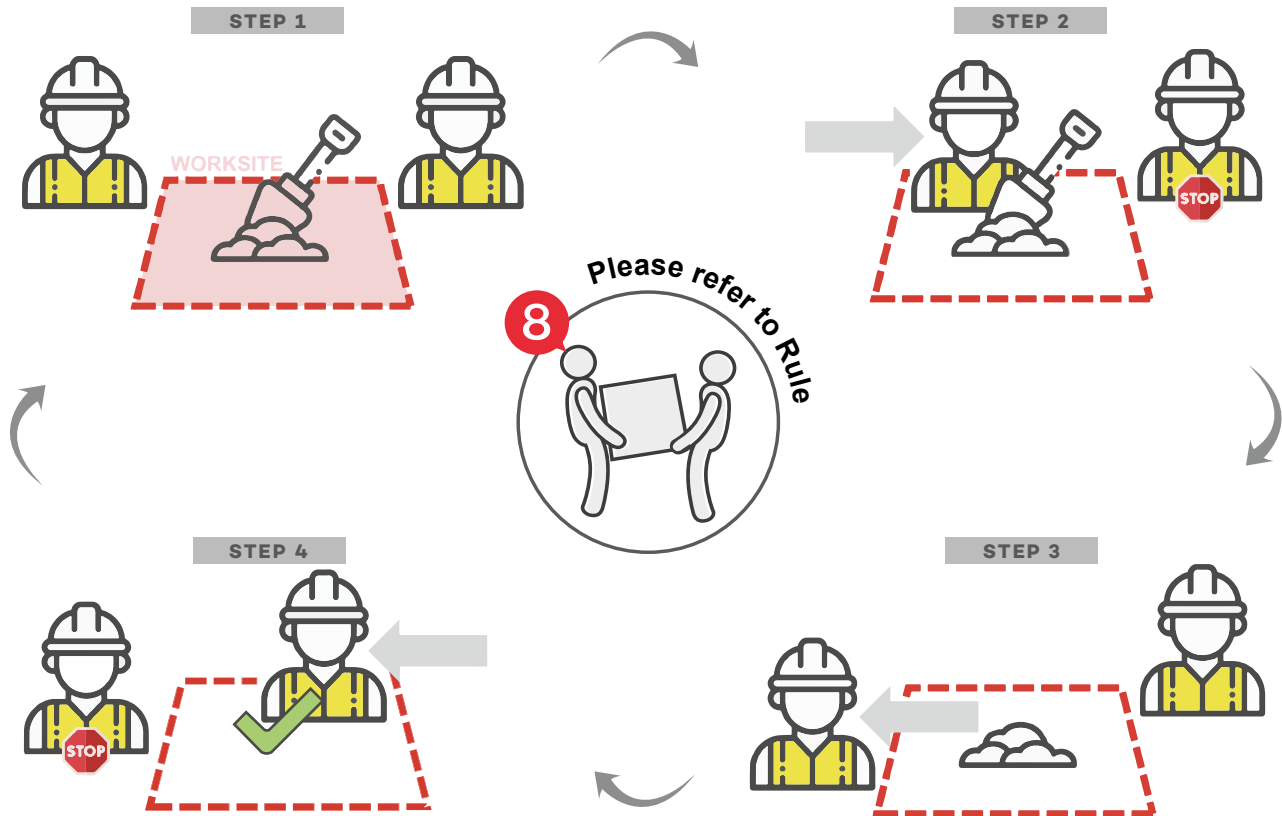
If at any point you feel at risk – because you cannot adhere to the 'Field Based Social Separation and Hygiene Rules', you must:

1 - Immediately stop work

2 - Make the site and work area safe

3 - Contact your line manager for instructions on what to do next

STEP OUT, STEP IN PROCESS



STOP THE SPREAD

No work should be carried out by a worker who has coronavirus symptoms, however mild.



Wash hands frequently with soap and water or use a sanitiser gel



Catch coughs and sneezes and throw away used tissues



If you don't have a tissue use your sleeve



Avoid touching your eyes, nose and mouth with unwashed hands



Avoid close contact with people who are unwell

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