

Keeping Workers at Hinds Building Services Safe

Read this brochure carefully to find out how we are **creating and maintaining Covid-19 secure environments** in our office and on all sites.



For **more details**, visit <https://hindsbuilding.co.uk/covid-19-secure>

The next page of this summary brochure provides **three brief guidelines** on **your role** in maintaining a Covid-19 secure environment.



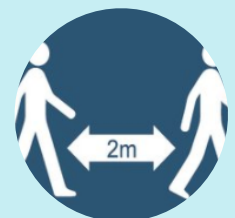
Wash or Sanitise Your Hands

Wash your hands or use hand sanitiser regularly and for at least 20 seconds.



Face

Cover your face with a mask or face covering (these are available in company van or office)



Keep Your Distance 2 metres where 1 meter is not possible

(Photos compliments NHS Leeds)

A

WELLBEING AND TEMPERATURE CHECKS

Do not report to work if you feel unwell or are experiencing any coronavirus symptoms. You must wear a mask while you are working. Your team leader can clarify any exceptions to this rule. We will check your temperature once you arrive on site. If the amber light is shown, you will need to wait 30 minutes for a re-test. Any amber or red temperature warnings will not be allowed on site.

SPEAK UP

We aim to develop a **CULTURE** where workers speak up if they have any **CONCERNS** about **HEALTH AND SAFETY PRACTICES** or our implementation of **COVID-19 SECURE SITES**.

B

MEETINGS (OFFICE AND MANAGEMENT)

We will hold remote meetings where possible. Reduce transmission by avoiding the sharing of pens, documents and other objects. We will maintain a high level of ventilation where possible.

IF YOU SEE SOMETHING, SAY SOMETHING.

You can speak to your team leader on site or ring 01325 952954 and ask to speak to the Health and Safety Officer.

C

WORK RELATED TRAVEL

Where possible, employees are encouraged to walk or cycle to work if they do not access to a private car or van. Where this is not possible, they should use public transportation while adhering to the requirement to use a face covering.

If a worker rides with another worker in a company vehicle (though this is discouraged), they should aim to remain fixed travel partners. All workers must wear masks for the duration of the journey. They should allow for ventilation as far as it is possible. The designated party of company vehicles will clean any shared vehicle at the end of the day.

FOR SUBCONTRACTORS ONLY

In cases where you are a labour only subcontractor, we are responsible for your health and safety and all of the rules above which relate to workers also apply to you. If you are an approved subcontractor, we would expect you to incorporate similar guidelines for your workers. Failure to comply with these or any government recommendations may result in the termination of your contract.