



LIVING WITH COVID-19

POLICY STATEMENT

Following the lifting of government restrictions on 1st April 2022, Artic Building Services Ltd remain committed to ensuring the Health, Safety and Welfare of our staff, and also those whom we interact with during the undertaking of our duties.

Whilst there is no longer a legal requirement to self-isolate, or for staff to legally notify the office of a positive Covid-19 case, we regularly remind our staff of the need to remain vigilant at this time, and to continue to adopt some of the core control measures that have been enforced over the past 2 years.

These core control measures to reduce risk include but are not necessarily limited to:

- Requirement to stay off work should you have a positive COVID-19 case. Lateral flow tests are held in stock at head office and are available by request.
- Compliance with customer / site-specific Covid-19 control measures as communicated to our Contract/Project managers.
- Provision of Personal Protective Equipment such as masks, gloves, and sanitiser, for staff ongoing general use.
- Point-of-Works risk assessments to consider task specific Covid risks/controls required.
- Mandatory use of face masks whilst we are working in Care Homes / higher-risk environments.
- Working in well-ventilated areas is encouraged; windows to be opened where available. Fresh air ventilation supply has been increased with ongoing maintenance at head office.
- Ongoing use of remote working technologies (MS Teams etc.) for conference meetings.
- Whilst vehicle sharing is now conducted, Engineers typically work in smaller groups to avoid any potential larger spread of infection across our staff.
- Social distancing is still actively encouraged – 1metre + wherever possible.
- Use of public transport is now undertaken as necessary.
- Encouragement of reporting of any concerns / ill-health to Management in the first instance.
- Enhanced sick-leave policy/pay implemented on an ongoing basis.
- Wellbeing and Mental Health support arrangements in place.
- Ongoing promotion of vaccines for the team.
- Temperature checks facility when gaining entry to our offices (optional).
- Regular hand washing using soap and warm water for a minimum of 20 seconds ongoing.
- Regular washing and changing of uniform following shifts ongoing.
- Regular management meetings to discuss Health & Safety matters, including Covid-19.

Management shall regularly monitor government updates, and should any changes in government policy come into force, will call a meeting and adjust control measures to combat this virus accordingly.

Original Signed

Original Dated