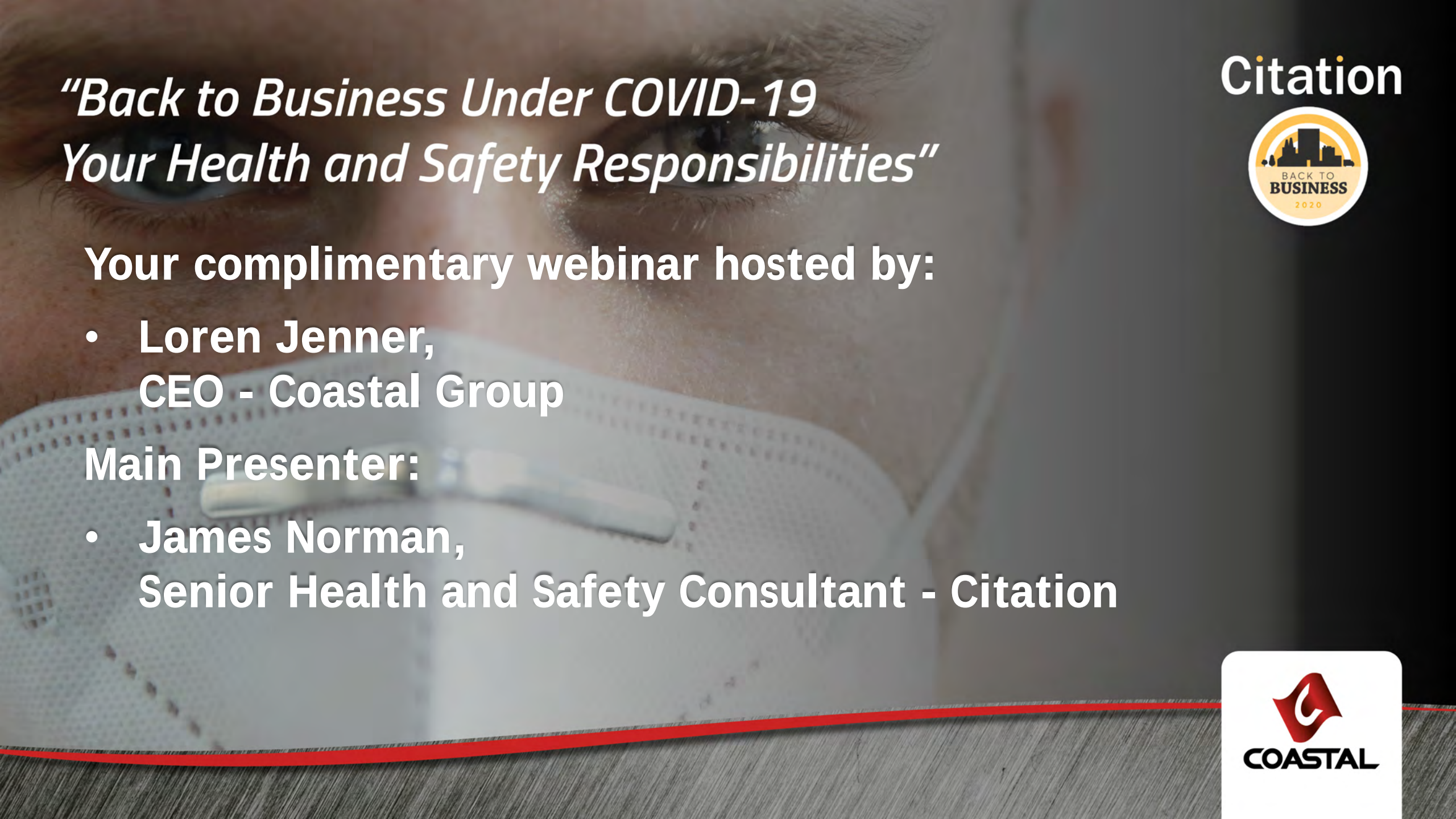


"Back to Business Under COVID-19 Your Health and Safety Responsibilities"

Citation

BACK TO BUSINESS 2020

Your complimentary webinar hosted by:

- **Loren Jenner,**
  CEO - Coastal Group

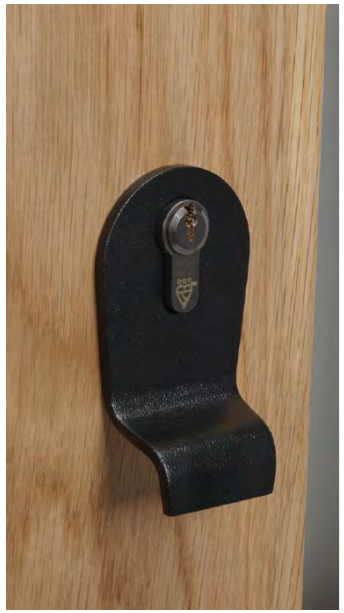
Main Presenter:

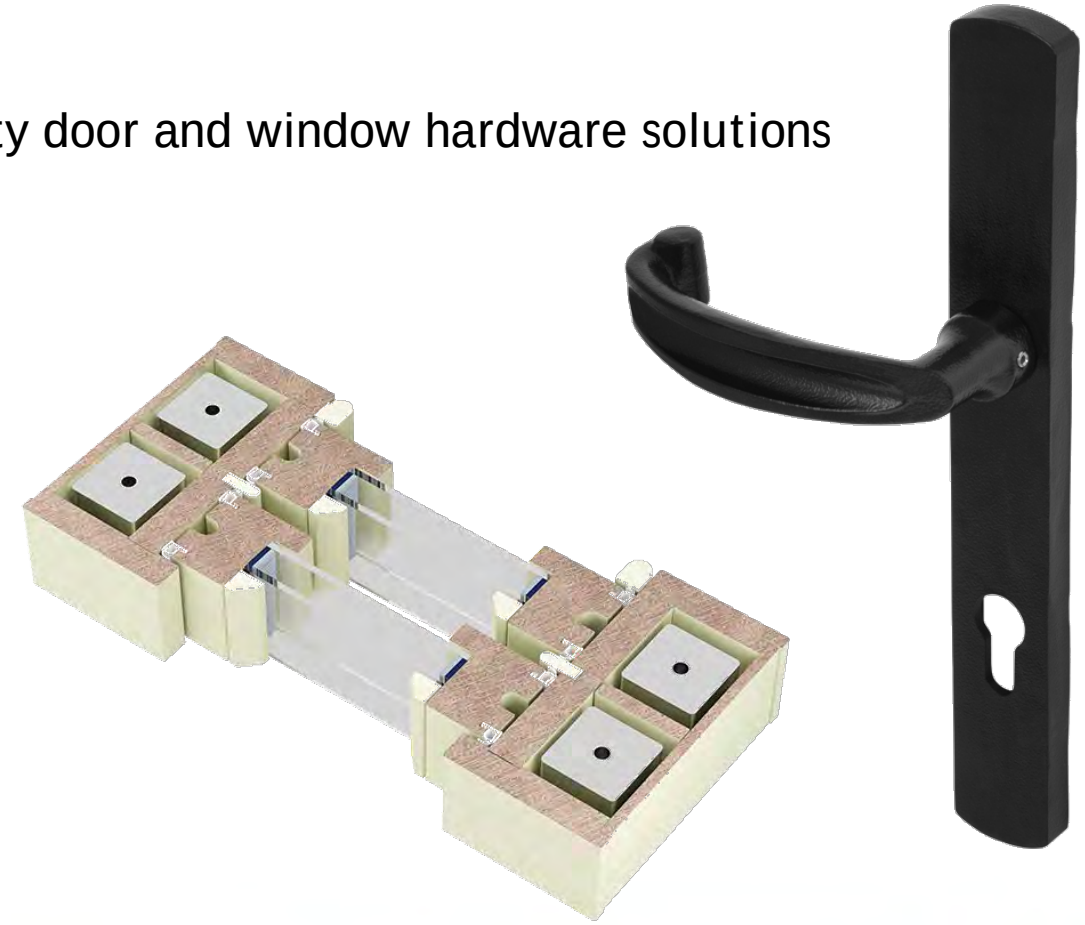
- **James Norman,**
  Senior Health and Safety Consultant - Citation

COASTAL

Welcome - Coastal Group

- Manufacture and distribute a wide range of quality door and window hardware solutions





Citation

A Period of Unprecedented Change.

BACK TO BUSINESS 2020

Agenda.

Managing the impact of COVID-19 and key considerations for getting back to business.

Social distancing - Practical considerations.

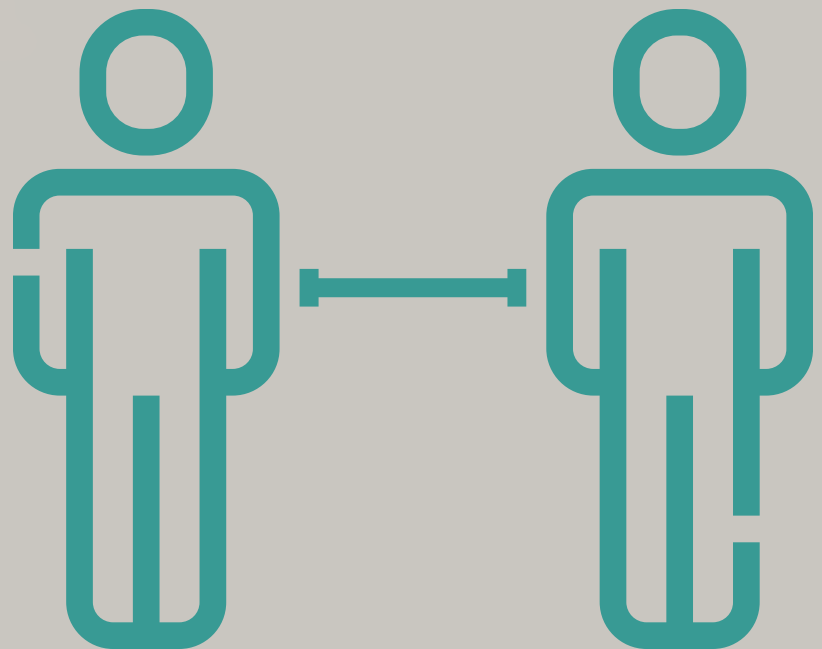
Do you have a social distancing policy in place?

How will you avoid crowding and maintain social distancing in the workplace?

What measures can you take to make sure your colleagues remain 2 metres from each other?

How will you communicate your stance on social distancing to all of your people?

In what ways will you engage your colleagues to remain vigilant when social distancing?



Respiratory protective equipment (RPE) & face coverings.

The UK government has now recommended that in small confined spaces or crowded public places face coverings should be worn. These are different to RPE such as the FFP respirators.

FFP respirators require a face fit test

It is important to note that face coverings are not considered as PPE / RPE

Remember… if your risk assessment finds that RPE is necessary, you are legally required to provide them to your people!

Reinforcing cleaning processes in the workplace.

Do you already have core hygiene practices in place?

Encourage staff to clean equipment-phones, keyboards, tools etc. before use and at the end of the working day

Promote handwashing via posters and e-learning

Bins must be provided (ideally near the exits) for safe disposal of PPE/RPE and tissues

Risk Assessments.

Have you carried out a COVID-19 risk assessment, and put the relevant PPE and RPE in place?

Have you completed your Covid Secure certificate and displayed it?

The guidance states that if possible, employers should publish the results of their risk assessments on their website and all businesses are expected to do so if they have over 50 employees.

Fire processes/ procedures.

Does your Fire Risk Assessment (FRA) need to be reviewed?

If your workplace has been closed, or if your way of working has significantly changed that can change your fire risk.

It is essential that your FRA is conducted/ reviewed by a competent person

Are you confident that your fire alarms, fire extinguishers, emergency lighting and fire doors are still up to scratch? Will they need to be retested by a professional before you reopen?

Legal responsibilities.

- Employers in the UK owe a duty of care under the Health and Safety at Work Act 1974
- COVID-19 cases are RIDDOR reportable if both:
  - Diagnosed by a medical practitioner
  - There is genuine belief that the exposure came directly from work activities.
- Ensure your risk assessments are conducted in consultation with your people and take into consideration any vulnerable workers including any high risk groups
- Communicate the findings of all your risk assessments to your people and anyone else affected by the working activities.

Follow the latest guidance- https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19

Getting “Back to Business” with Citation.

When you partner with us, our team of experts become an extended part of your team.

So we’re on hand to make sure that you’ve got access to all the information, tools and templates you need to keep you compliant from day one.

24/7 access to our team of Health & Safety experts.

Factsheets with all the details you need to know, not just about managing the risks of COVID-19 in the workplace, but countless other HR and Health & Safety topics and with best-practice guidance.

Checklists to get you thinking about what you need to do to get back to business safely.

Example risk assessments to use as a base for your business, so you can be confident no stone is left unturned.

eLearning modules and team briefings so you can be rest assured that everyone understands their responsibilities in the workplace.

Struggling to source RPE/PPE/Sanitiser...?

COASTAL

The move begins today to our new distribution warehouse

Thank You - Coastal Group

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Enjoy your Bank Holiday weekend