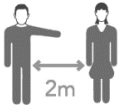


## COVID-19 - Social Distancing At Work

**Objective:** To maintain 2m social distancing wherever possible, including while arriving at and departing from work, while in work, and when travelling between sites

### Social Distancing

- You must maintain social distancing in the workplace wherever possible.



### When Full Social Distancing Is Not Possible

- You should consider whether that activity needs to continue for the business to operate

**If it is essential mitigate risk with the following:**



- Further increase the frequency of hand washing and surface cleaning



- Keep the activity time involved as short as possible



- Use screens or barriers to separate people from each other



- Use back-to-back or side-to-side working (rather than face-to-face) whenever possible



- Reduce the number of people each person has contact with by using 'fixed teams or partnering' (so each person works with only a few others).

### Social Distancing In All Areas



- Social distancing applies to all parts of a business, not just the place where people spend most of their time, but also entrances and exits, break rooms and canteens and similar settings. These are often the most challenging areas to maintain social distancing.