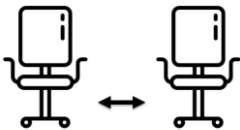


1.5m



1.5m



- **Maintain 1.5m social distance** to each other – 1 person per 4 square meters
- **Stay at home** if you are sick or you have symptoms
- **Practice good hand and sneeze/cough hygiene** by washing hands regularly and using an alcohol based hand sanitizer when water and soap is not available
- **Clean and disinfect** high touch surfaces regularly
- **Stop handshaking**, hugging or kissing as a greeting
- **Avoid large toolbox / pre-start meetings** by limiting the number of people at meetings to allow for 1.5m between persons
- **Consider alternatives to face to face meetings** – Hold meetings via video conferencing or phone call
- **Keep essential meetings short**, in a large meeting room where people can keep at least 1.5m away, where possible hold meetings outside in the open air
- **Consider opening windows** for more ventilation
- **Bring lunch and eat at your desk or outside** rather than in a lunch / crib room or in vehicles and stagger breaks so large groups aren't using facilities at the same time
- **Modify seating arrangements** in meetings and work areas to increase distance between people to around 1.5m
- **Avoid groups over 2 people in vehicles** where possible – where it isn't possible use PPE like face masks and hand sanitizer and keep windows open for ventilation
- **Defer non-essential travel** between offices and site locations – do not travel to other offices unless absolutely necessary and avoid or delay going to worksites
- **Limit non essential workers and visitors** to depots / branches and sites – consider alternatives to job interviews and inductions, submitting time sheets, getting work packs

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