



# CORONAVIRUS

( C O V I D - 1 9 )

## STANDARD OPERATING PROCEDURES

*Commute*

# PERSES



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## ***Considerations in terms of travelling to work***

The Secretary of State for Business, Energy and Industrial Strategy advised in a letter to the UK construction industry on 31 March 2020:

“that wherever possible, people should work at home. However, we know that for many people working in construction their job requires them to travel to their place of work, and they can continue to do so. This is consistent with the Chief Medical Officer’s advice”.

It is important to understand the following guidelines by which workers should or should not travel to work as outlined below.

<b>Self-isolation</b>	Anyone who either has a high temperature or a new persistent cough or is within 14 days of the day when the first member of their household showed symptoms of Coronavirus (Covid-19) should not come to site, but must follow the guidance on self-isolation.
<b>Person at increased risk</b>	Anyone who is at increased risk of severe illness from Coronavirus (Covid-19) is strongly advised to work at home and should be particularly stringent about following social distancing measures.
<b>Persons defined on medical grounds as extremely vulnerable</b>	Anyone identified as extremely vulnerable will be advised by their health authority and must follow the guidance on shielding and protecting extremely vulnerable people.
<b>Living with a person in one of the above groups</b>	Anyone living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is shielding from Coronavirus (Covid-19), should stringently follow the guidance on social distancing and minimise contact outside the home.
<b>If someone falls ill</b>	<p>If a worker develops a high temperature or a persistent cough while at work, they should:</p> <ul style="list-style-type: none"><li>— Ensure their manager or supervisor is informed</li><li>— Return home immediately</li><li>— Avoid touching anything</li><li>— Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow.</li></ul> <p>They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.</p>

## ***Traveling to Work***

Wherever possible workers should travel to site alone using their own transport. In cases where workers have no option but to share transport:

- Journeys should be shared with the same individuals and with the minimum number of people at any one time
- Good ventilation (i.e. keeping the windows open) and facing away from each other may help to reduce the risk of transmission
- The vehicle should be cleaned extensively using gloves and standard cleaning products, with particular emphasis on touch points and other areas where passengers may touch.

## ***Driving at Work***

When travelling at work or between site locations, workers should travel alone. If workers have no option but to share a vehicle, then they should:

- Share with the same individuals and with the minimum number of people at any one time
- Wherever possible maintain distance of two metres and avoid touching their faces
- Maintain good ventilation (i.e. keeping the windows open) and face away from each other during the journey
- Wash their hands for 20 seconds using soap and water or hand sanitiser if soap and water are not available before entering and after getting out of the vehicle
- The vehicle should be cleaned extensively using gloves and standard cleaning products, with particular emphasis on touch points and other areas where passengers may touch.

## ***Persons concerned with premises should consider:***

- Parking arrangements for additional vehicles, vans and bicycles etc.
- Where parking is a public car park, interaction of public and site staff has to be risk assessed individually
- Other means of transport to avoid public transport e.g. cycling
- Providing hand cleaning facilities at entrances and exits. This should be soap and water wherever possible or hand sanitiser if soap and water are not available
- How someone taken ill would get home

Where public transport is the only option for workers, you should consider:

- Changing and staggering site hours to reduce congestion on public transport
- Avoid using public transport during peak times (05:45 - 7:30 and 16:00 - 17:30)