

## **COVID-19 - WORKING AT ALERT LEVEL 3**

In accordance with Site Safe and CHASNZ, Hanging Around (HA) have considered physical distancing, hygiene and tracking requirements for work taking place at Alert Level 3. These protocols may develop and evolve, based on current best practice and advice from the Government.

HA will implement the following controls and protocols while working at Alert Level 3:

### **Hanging Around Premises**

- As most of our work is offsite, we have very few visitors. Nevertheless, every person who enters the HA premises (including our own staff) will sign a registry with their contact details
- Hand washing station on entry that all staff and visitors will be directed to use
- Common touch points will be cleaned daily

### **Trucks**

- Hand washing stations on each truck to be used by staff and clients
- Touch points cleaned twice daily (bucket controls, ground controls, door handles, interior of cab)
- An Alert Level 3 operations pack will be added to each truck (detailing how to wear harness, how to wash hands, how to clean controls on truck etc.)

### **On The Job**

- Our operator will arrive to site, fill out their job hazard analysis (JHA) and meet any client Health & Safety requirements, while maintaining physical distancing
- HA staff will run a Toolbox meeting covering the job and our JHA with your staff and then ask them to sign on to the JHA (physical distancing to be maintained at all times)
- HA staff will run through our Alert Level 3 protocols with your staff
- HA staff will set the truck up and instruct your staff how to safely wear their harness
- Your staff will enter the bucket unaccompanied and will clip to their lanyard (instructed by our staff member)
- HA staff will control the bucket using the ground controls and can provide communication via (disinfected) radio transmitters

### **Hanging Around Staff**

- All staff will keep daily "bubble diaries" setting out visited locations and the contact they have had with other people. Staff will submit those diaries by photograph to the office daily
- Administrative work will be carried out from home wherever possible
- Drivers are required to log cleaning of their vehicles. Details of common touch points that will require cleaning have been provided to drivers
- Drivers must clean their hands after refuelling the vehicle
- Staff will use best endeavours to practice the recommended 2 metre of physical distancing at all times
- Staff have been advised of hygiene and laundering procedures relating to their clothing at the end of the working day
- Staff are not to share lunches or food

**We really look forward to working with you and your staff under Alert Level 3 and are confident we can do so in a safe manner for everyone involved. Please do not hesitate to get in contact with any questions surrounding our protocols.**