



Po Box 287
 CROWS NEST NSW 1585
 ABN: 87 677 002 504
 P: 02 8020 5777
 E: info@sydneygutterclean.com.au

March 6, 2020

INFECTIOUS DISEASE MANAGEMENT POLICY:

Sydney GutterClean & Sydney Anchor Points provide a work environment which aims to ensure the health, safety, productivity of all employees. The threat of serious illness from contact with viruses such as COVID-19 is real and needs to be taken seriously.

POLICY:

The policy is that all employees must perform their duties in a manner than ensures that infectious diseases cannot be transmitted from person to person. Please always adhere to the following hygiene and social distancing procedures while engaging in work activities on behalf of Sydney GutterClean:

- Do not attend work if you have any flu like symptoms
- At regular intervals throughout the day, (especially before eating and after touching common surfaces) thoroughly wash your hands with soap and water or use an alcohol-based hand sanitiser. Thorough hand washing with soap means a minimum time of 30 seconds spent doing so.
- Regularly disinfect all commonly touched surfaces on your vehicle including the door handles, steering wheel, gear shift lever, handbrake lever and all media and other control panels.
- Regularly disinfect all hand tools, including your mobile phone using an alcohol-based sanitiser.
- Avoid sharing hand tools and handling other people’s mobile phones.
- Always maintain a Social Distancing Parameter of 3 metres between you and all other staff, customers and members of the public to avoid contamination via airborne fluid droplets.
- Under no circumstances should you engage in shaking hands and/or embracing.
- Do not enter any site buildings except for common area stairwells where necessary.
- Any required onsite sign-ins/inductions must be done electronically (online/email/SMS)

Thank you,

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 Managing Director: Matthew Thomas

March 6, 2020

 Date