# Staff Q&A

#### Why am I being asked to return to work?

As businesses begin to return our role in the workplace will be an important factor for infection control. It is expected that Government Guidelines will be issued which will cover industry standards for sanitisation and our role in applying these standards.

# How will we be helped with the social distancing guidelines?

We have been working with our key suppliers to address this issue and we have already issued separate information and recommendations in relation to the range of social distancing signage and mat solutions we currently have available for deployment to our customers. It is expected that social distancing measures will remain long after we return to work so it is important, we all do our part to stop the spread of COVID-19 and continue to facilitate compliance with Government guidance.

We have recommended Mats and signage as visual reminders of the current guidelines and to assist with enforcing building policies and keeping you safe.



# What about fogging, will my workplace get this?

We have been inundated with requests for fogging, however this is not a solution we are recommending at this time. Fogging is most effective when there has been a positive COVID result within the workplace as it is a quick way to sanitise an area to allow staff to reoccupy straight away.

We will only recommend this service if we feel it is necessary.



#### Will my workplace be COVID 19 free?

The World Health Organisations current guidance indicates that Studies have shown that the COVID-19 virus can survive for up to 72 hours on plastic and stainless steel, less than 4 hours on copper and less than 24 hours on cardboard.

As the majority of locations will have been vacant it is very unlikely that the virus will be present when we return to the workplace. WHO confirm: The most important thing to know about coronavirus on surfaces is that they can easily be cleaned disinfectants that will kill the virus. A robust cleaning regime will therefore effectively prevent the spread of infection.

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#### Will it be safe to use the kitchen areas?

Yes perfectly safe, we will be working with our customers to arrange sparkle cleans prior to the majority of staff returning to work. We will also supply anti-bacterial spray and disposable kitchen cloths that can be changed daily. We may amend cleaning specifications to assist with control

## Will sanitiser be available for me at work?

We now have excellent consumable stock availability to enable us to meet the demand for hand sanitiser. We will be issuing new suites of consumables to all sites which will include methods of sanitisation. We are also working on a 'return to work' pack with a personal sanitisation solution.

# Will there be enough stock of toilet paper, soap and hand towels?

At present there are no issues with stock from our main supplier and they have substantial reserves to meet our demand. We continue to closely monitor this situation.

#### Will my role be the same as before?

The fundamental elements of your role such as your main place of work are unlikely to change. Due to some changes in the scope of works at all locations you may find yourself working to a new specification or new frequencies and depending upon occupancy at different times or in different sized teams.

Any intended measures will be advised as you are consulted about your return to work.



#### What about PPE?

We are monitoring Government guidelines closely and expect further guidelines to be issued imminently in relation to PPE.

At this point guidance is indicating that face coverings will be recommended where social distancing procedures are not practical. As soon as full details of all measures are released a further update on the measures, we are implementing specifically at your place of work will be provided.

Our supply chain has now been fully replenished and there are not expected to be any issues in the supply of essential PPE required to fulfil your role.



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#### Will I be safe to use toilets and lifts?

We will be working with our customers to ensure that areas will be cleaned and safe to use before staff reoccupy the buildings and use the lifts and toilets. It is expected that a large percentage of your work routine will be spent sanitising touch points in the workplace.

# What if my colleague ignores Covid-19 related hygiene rules?

We have implemented procedures across all contract locations to help contain the virus and keep everybody safe. If at any time an employee fails to follow these guidelines, please report the issue immediately to your line manager. If you are unable to report it to your line manager please contact the HR department (HR@anchorgroupservices.co.uk). Anybody not following company or client guidelines will be subject to disciplinary action.



### How much notice will I get before I need to return to work?

There is no contractual requirement to provide notice, but we will aim to provide no less than 24–48 hours' notice of your requirement to return to work.

If you are concerned that you will be unable to return to work on an immediate recall basis, please discuss your options which may include annual leave with your line manager.



# Can I still catch the virus from desks, computers, phones etc.?

World Health Organisations current guidance indicates that Studies have shown that the COVID-19 virus can survive for up to 72 hours on plastic and stainless steel. As almost all offices have been empty for long periods, it is unlikely that the virus will be present on desks, IT equipment or desk phones. It is recommended that all equipment receives a full clean prior to re-occupation.

#### Will the carpets be deep cleaned before I return to work?

There is no evidence to suggest that there would be a benefit from the deep cleaning of carpets and floors beyond the normal cleaning requirements.

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