COVID

GUIDANCE

Health and Safety Guidance Notes and Support for COVID 19 / Coronavirus

Contents

Introduction

BESA and ECA are here to provide guidance and support to help members and others deal with the ongoing COVID pandemic

These documents are guidance notes, containing health and safety advice from a collective of over 30 health and safety practitioners within the construction and other related industries with the latest news, government, and advice.

This document contains 9 Guidance notes to help reduce the spread of the Coronavirus whilst carrying out a working day.

Employers operating on-site (construction, maintenance, or emergency call-out) during the ongoing Covid-19 (coronavirus) situation must ensure they are protecting their workforce, contractor's, visitors, and clients and controlling the potential spread of Covid-19 infection.

- Work on-site (and travel to, from and between sites) should only continue if:

- it can be carried out in line with any relevant guidance issued by Public Health England (PHE).

- it can be undertaken without compromising safety and health.

- it is done in accordance with the latest Government guidelines and CLC (Construction Leadership Council) Site Operating Procedure (SOP); and

- workers can travel safely and responsibly to sites.

Any worker who has Covid-19 symptoms or has been exposed to a confirmed/ suspected case, should not travel to work by any method, but should contact their employer

The most effective ways to prevent the spread of coronavirus on site and when travelling when travelling are:

- social distancing

- effective hand washing/ sanitising

- thorough cleaning of all contactable surfaces and equipment – plus preventing unnecessary sharing of items or equipment.

See Government guidelines, and the PHE guidelines and CLC SOP

All activities need to be planned and organised to **avoid all unnecessary close proximity (less than 2m) between workers and others,** to minimise the risk of spread of the infection.
Planning worker travel arrangements

For any activity:

- Complete a risk assessment and include your workforce in the process

- Consult with worker beforehand about the planned mitigating measures

- Remind the workforce daily about social distancing, hygiene, and all other necessary mitigating measures

- Ensure domestic clients/ customers are aware of what you expect when you arrive and inform them of the controls expected whilst you are working
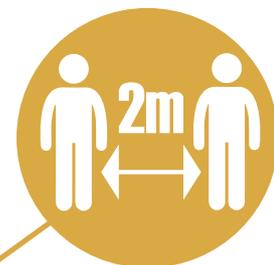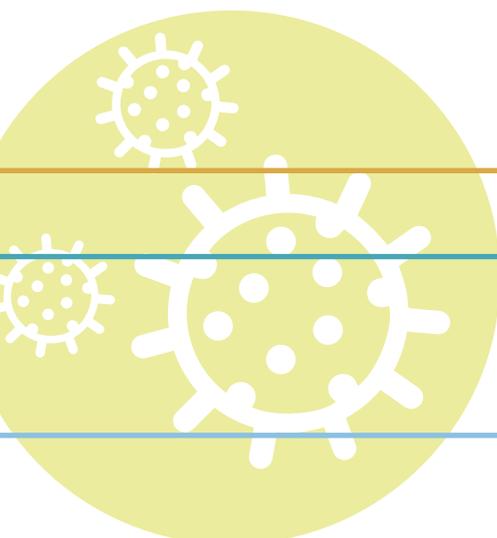
GN 1 – COVID-19: use of PPE/RPE in higher risk environments

Purpose: Template on use of PPE and RPE when working in environments with elevated risk of coronavirus (Covid-19) spread

1. Introduction: work in specific environments

This guidance note relates to the use of PPE for work in environments where there is an elevated risk of spread of COVID-19 (where people are unable to work closely to others for less than 15 minutes or the rule of working at least 2 meters apart from others cannot be maintained).

For typical construction and maintenance activity, government guidance and the CLC SOP do not support using RPE as a protective measure against viral spread. However, some types of activity may present *elevated risk* **of spread of COVID-19, such as work in the vicinity or proximity of those:**

- who are shielding

- with symptoms

- where confirmed COVID-19 cases may be present.

In these situations,* use of PPE (which may include RPE) – based on risk assessment and the Hierarchy of Controls and in addition to general, effective mitigating actions such as social distancing and thorough hygiene and cleaning measures - should be considered in relation to mitigating the risk of viral spread.

*Examples may include NHS premises, care home or some emergency work in domestic settings.

2. Planning and Risk Assessment

- Work in the situations outlined above must be approved by the Operations Director / Project / Contract Manager and Principal Contractor / Client

- Decide on the mitigating and protective measures, based on risk assessment

- Consult with employees on planned mitigating and protective measures

- Operatives to be fully briefed on viral symptoms and on monitoring their own health, with daily discussion / support from Supervisors / Line managers

- Specify and maximise social distancing (or see s.9 below), hand washing / hygiene and surface cleaning protocols
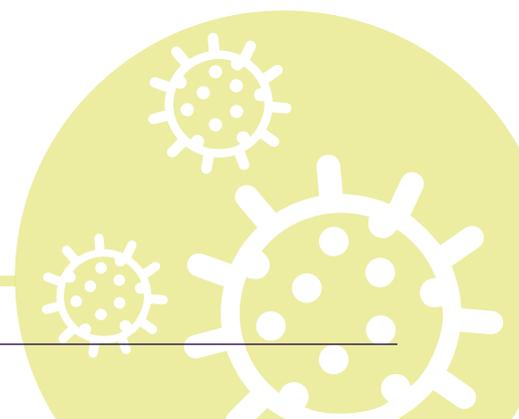
GN 1 – COVID-19: use of PPE/RPE in higher risk environments (continued)

3. Personal Protective Equipment (PPE)

Based on a suitable and sufficient risk assessment, general PPE may include:

- Construction environments - Hard hat (e.g. BS EN 397)

- Facilities and Infrastructure Services and Off-Site Manufacture - Bump Cap (BS EN 812) - some environments, if supported by risk assessment, may upgrade to a hard hat (e.g. BS EN 397)

- Hand Protection – Abrasion/Blade, Cut/Tear/Puncture and TDM cut 4X44E to BS EN388

- Prescription safety spectacles or light (low impact hazard) eye protection – BS EN 166, Optical Class 1, mechanical strength - F, resistance to fogging – N, resistance to surface damage – K, or equivalent

- Full face shields (if selected, low impact hazard eye protection may be risk-assessed out)

- Hi-Visibility Clothing, BS EN 471 Class 2

- Foot Protection – Steel toe footwear, BS EN-345 Type-S3

- Microgard Paper overalls, BS EN ISO 13982-1 Type 5 Airborne particulates

RPE

- FFP3 face masks or equivalent, or higher protection factor RPE (e.g. air-fed respirators)

    If FFP3 masks are not available, FFP2 face masks may be used instead, provided:

    - the FFP2 protects against any other respiratory hazards identified by risk assessment; and

    - a face fit test for any make or model of face mask new to the wearer has been carried out.

Note: valved face masks may allow a viral exhalation risk. This may be mitigated by e.g. use of a full-face shield (visor). A visor does not protect against inhalation hazard, but it may protect co-workers from wearer exhalation (noting individuals may contract COVID-19 but show no initial symptoms).

4. Site requirements to wear RPE

Any other applicable policy or site requirement to wear RPE with a view to controlling the risk from coronavirus should be dealt with in discussion with the site owner and/or main contractor.
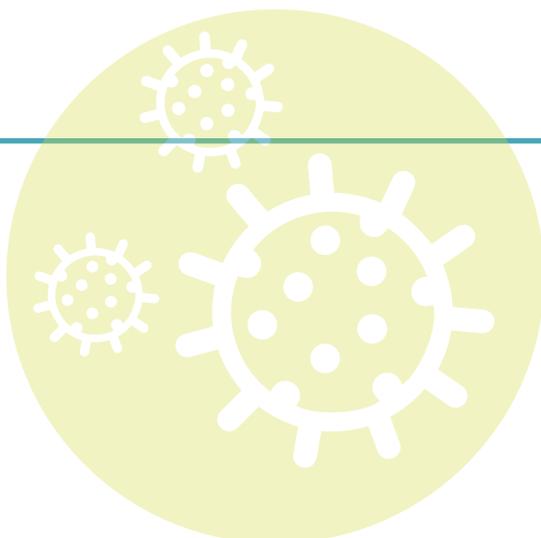
GN 1 – COVID-19: use of PPE/RPE in higher risk environments (continued)

5. Operational Control

- Re-usable PPE / RPE should be avoided where possible. If this is not possible it must be thoroughly cleaned as per manufacturer's guidance after use, and never shared between personnel.

- Single use PPE / RPE to be disposed of safely, and never re-used.

- Employees must NOT commence work without the correct PPE. Personnel must raise any lack of, or defective, PPE to their supervisor before any work is undertaken.

- Employees are required to take good care of all PPE issued to them, and not modify the equipment or deface it in any way. If equipment is damaged, lost or stolen then personnel must report this immediately to supervision or management to ensure that replacement PPE can be provided.

- The employer is required to ensure that if any sub-standard equipment is identified that it is removed from use and properly disposed of. The employee may not enter or return to the work site until issued with the correct PPE.

- Employees to be briefed regularly that wearing RPE must not lead to behaviour that undermines **social distancing measures and thorough hygiene practice** – the two most effective control measures against viral spread.

Note in particular:

- Protection afforded by RPE can deteriorate

- RPE can become contaminated

- Face masks alone do not protect the eyes

- 'Doffing' RPE, and (single use) waste disposal must be done according to established good practice, to reduce the risk of viral contamination and spread

6. Dealing with waste PPE

A person should be designated to ensure compliance with the PHE guidelines on the disposal of any waste PPE/RPE (along with any disposable cloths and wipes).

1. PPE waste to be put in a plastic rubbish bag and tied off when full.

2. The plastic rubbish bag to be:
   - placed in a second bin bag and tied; and
   - put in a suitable and secure place and marked for safe storage.

3. Waste should be stored safely for at least *72 hours,* after which it can be disposed of as general waste (or if the local presence of COVID-19 is confirmed, it must be suitably disposed of as *clinical waste*).

7. Awareness, Training and Competence

All personnel to be:

- briefed on the requirements in this guidance note, and a record of the briefing kept on site.

- trained in the correct use and disposal of selected RPE.

GN 1 – COVID-19: use of PPE/RPE in higher risk environments (continued)

8. **Performance Monitoring**

- Managers and supervisors to ensure that PPE is worn in the appropriate manner and for the correct application.
- Provision and use of PPE to be monitored, e.g. by a nominated supervisor or manager, and during site visits/ inspections

9. **Close proximity working**

Government guidance states "where it is not possible to follow the (2 metre) social distancing guidelines in full in relation for a particular activity, you should consider whether that activity ***needs to continue for the business to continue to operate*** and if so, take all the mitigating actions possible to reduce the risk of transmission". Mitigating measures may include RPE, noting RPE is the last resort.

Please see: ECA/BESA GN2 for further guidance on 'Working in close proximity'

GN 2 – Working in close proximity

Purpose: Template indicating measures that enable *essential work* to be carried out closer than the PHE social distancing (2 metre) guidelines

1. Eliminate close working where possible

Firstly, seek to eliminate the need for any type of close proximity working by e.g.

- Planning and arranging tasks so they can be done by one person, or by maintaining social distancing measures (2 metres) and can be completed under 15 minutes

- Considering mechanical aids to reduce worker interface and proximity

- Government guidelines say, 'maintain a distance of two metres, or one metres with risk mitigation where two metres is not viable'.

2. Where closer proximity working is necessary and unavoidable

In line with the CLC SOP and government guidelines, where it is not possible to follow social distancing guidelines in full for a particular activity, then:

1. *"consider whether that activity needs to continue for the business to operate."* If this is so.

2. *"take all mitigating actions possible"* (applying the hierarchy of measures below) to reduce the risk of transmission between workers and others.

- Comprehensive hygiene and cleaning measures must apply at all times (PHE guidelines and CLC SOP)

- Increase fresh air ventilation in any enclosed spaces.

Conduct a suitable and sufficient **risk assessment**, communicate the significant findings with the workforce and introduce preventative measures and a safe system of work (method statement) to control the risk of viral transmission.

Reduce
- Where social distancing measures (minimum 2 metres) cannot be applied, then minimise the frequency and time workers are within 2 metres of each other.

- Workers should work side by side or facing away from each other: avoid face to face working wherever possible

- The use of RPE (FFP3 face masks or equivalent, or higher protection factor RPE), or FFP2 if FFP3 masks are not available, providing the FFP2 protects against protects against any other respiratory hazards identified by risk assessment and a face fit test for any make or model of face mask new to the wearer has been carried out

Isolate
If workers must work within 2 metres of each other, keep the team:

- Together (do not change workers within teams) – known as 'cohorting'

- As small as possible (minimise the number of workers involved)

- Away from other workers or others, where possible
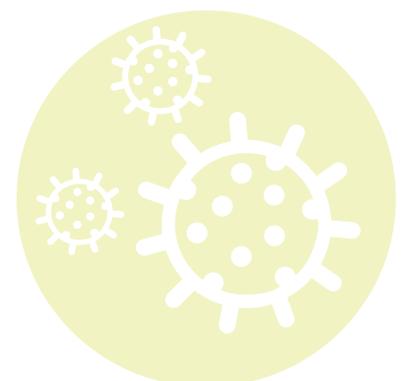
GN 2 – Working in close proximity (continued)

Control

Where it is essential to carry out a task and working within 2 metres:

- Keep the work to as short a time as possible, (and in any event no longer than 15 minutes)

- Consider using a permit or other authorisation process for close proximity activities

- Provide designated supervision (which may include a 'compliance champion') to monitor and manage compliance with close proximity preventative measures

- Consider the use of temporary barriers between workers (e.g. clear flexible barriers in vehicles).

2a. PPE (including RPE) and face coverings

For typical construction and maintenance activity, Government guidance and the CLC SOP do not encourage the use of RPE (e.g. tight-fitting masks) as a protective measure against coronavirus. However, government guidance adds that, following risk assessment, face coverings (e.g. cotton masks) may be selected (along with other PPE) to further mitigate the risk from close proximity work:

1) as part of "all mitigating actions possible" and / or

2) in response to any client or main contractor requirements.

- Face covering may lower viral exhalation risk, notably from anyone who has COVID-19 but is not yet showing symptoms (asymptomatic), However, they do not provide significant inhalation protection and they may become contaminated. If selected there should be collective use where possible (i.e., maximizing the number in a 'close proximity' group who wear a face covering).

- Eye protection can help to protect the eyes from airborne droplets, and visors may negate the need for light eye protection (subject to risk assessment). Certain 'valved' face masks present a potential viral exhalation risk, which may be partially reducing by wearing an additional visor.

- Any face covering or visors should be distributed by the employer, along with instructions for use, maintenance, replacement, and disposal. 'Homemade' or 'site improved' face coverings or visors should not be used.

The use of FFP3 tight-fitting mask is still required if risk assessment shows they are necessary to protect against other significant workplace respiratory health hazards (beyond coronavirus).

Additionally, FFP2 or FFP3 masks may be used (where Coronavirus is the only respiratory hazard) if risk assessment concludes they provide additional mitigation in close proximity situations.

CLC guidance on face coverings say that employers should make face coverings available – as a minimum – when workers don't need to wear respiratory protection (RPE) for a specific task and the work meets all three criteria below:

- it is an enclosed space

- social distancing isn't always possible; and

- workers come into contact with others who they do not normally meet.

GN 2 – Working in close proximity (continued)

Do not solely rely on RPE or face covering as the mitigating measure against coronavirus. The hierarchy of measures above must first be deployed, to mitigate the risk as far as reasonably practicable. RPE and face coverings are last in the hierarchy of protection against any airborne hazard for reasons that include:

- 'Face fit testing' is required for half mask, RPE, plus 'fit checking' before work starts

- RPE (and particularly face covering) protection can deteriorate during use

- Wearing RPE or face coverings – even if it provides any extra protection – may change workers behaviour, possibly undermining hygiene and cleaning good practice.

- Face masks and cloth/cotton face coverings alone do not protect the eyes

- The standard and use of face coverings can vary greatly affecting any protection they might provide

Donning and doffing PPE and face coverings, and sanitisation and waste disposal, must be carried out properly, to reduce the risk of viral contamination and spread, along with thorough hand cleaning. If selected, visors should be washed following every shift in hot soapy water, or with antibacterial cleaning wipes.

RPE in locations with elevated risk of viral spread

Additional PPE (which may include RPE such a tight-fitting masks and surgical masks) should be considered, subject to risk assessment, in work environments where there is elevated risk of viral spread) e.g.

- where persons are shielding, or with COVID-19 symptoms; or

- confirmed COVID-19 cases may be present

Please see **ECA/BESA GN 1 guide on working in 'Specific Environments'** (elevated risk of transmission).

Examples of specific environments might be health or care home settings, or some emergency domestic settings.

Higher-protection types of RPE such as positive air pressure respirators, can offer effective onsite coronavirus respiratory and face protection if necessary (e.g. in higher risk confined spaces), provided they have effective air filter.

Site requirement to wear RPE

Any overarching (e.g. site owner) requirement to wear PPE (including RPE) or face coverings should be dealt with in discussion with the site owner and/or main contractor.
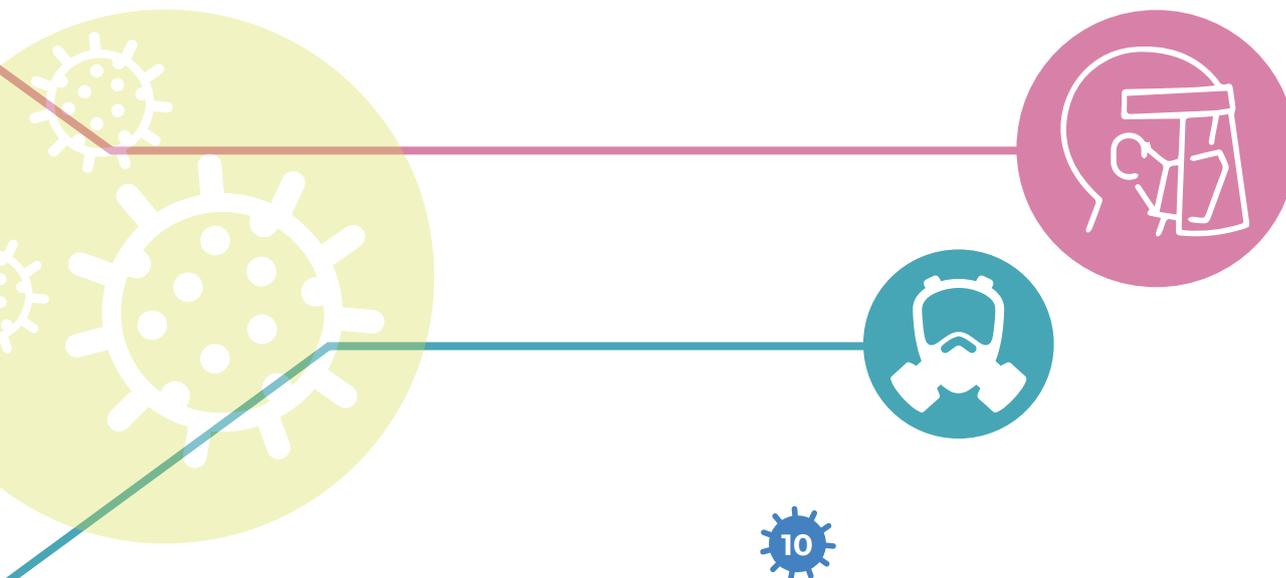
GN 3 – Work-related travel

Purpose: Template showing workplace travel measures, including any for essential close proximity travel.

1. General work-related travel

This guidance relates to travelling to, from or between sites, and includes site or mobile staff and other workers, field forces and others. Wherever possible, workers should travel alone, using either a company or their own vehicle (all vehicles must be roadworthy and suitably insured) or another means of travel - but avoiding public transport wherever possible (whether travelling alone or with others).

2. Avoiding public transport

To help prevent the spread of coronavirus, workers should only use public transport if the journey is essential, and they have:

• no other means of transportation to travel to site.

Where the use of the public transport cannot be avoided keep as much distance from everyone else (socially distance guidelines are 2 meters) or 1 meter with risk mitigation, you should wear a face covering at all times and wash/sanitiser your hand as frequently as possible.
To enable the above, employers should aim to stagger worker's travel times, notably to avoid peak travel, and provide additional parking or other travel facilities such as secure bike racks.

4. Single occupancy vehicles

Whether travelling in their own or in a company vehicle, workers should travel alone, where possible. If workers must share a vehicle see 'Shared Vehicles' section below.
Regarding single occupancy company vehicles that may subsequently be used by any other occupant (even if they will travel alone), those entering or leaving the vehicle should follow the steps shown below in 'Cleaning Vehicles'.

5. Shared vehicles

Social distancing

Avoid vehicle sharing if possible and particularly avoid multiple vehicle occupancy where possible and safe to do so. However, if it is essential that vehicles are shared, conduct a suitable and sufficient risk assessment, ensuring social distancing of 2m if possible (e.g., using a larger vehicle than usual, to achieve distancing/social distancing). Face coverings are to be worn at all times whilst travelling in a vehicle with others, open windows to allow ventilation and running ventilation systems at all times.

Closer proximity travel

When it appears that social distancing guidelines cannot be followed for work-related vehicle travel, first consider whether the travel needs to continue for the business to operate.
If so, take 'all mitigating actions' possible to reduce the risk of viral transmission. Ensure that coronavirus risk mitigation measures do not:

• create, or interfere with the control of, other significant health and safety risks, including road vehicle occupant safety.

• impact on vehicle insurance – check in advance before making any significant vehicle alterations or before using private vehicles for work purposes.

GN 3 – Work-related travel (continued)

Based on a suitable and sufficient risk assessment, mitigating actions may include the following:

- Reduce the number and duration of shared journeys, wherever possible.

- Increase the frequency of workers' hand washing and surface cleaning*

- Reduce the number of workers each person has close proximity with by using 'fixed pairs/teams or partnering' (so a person works with only one other, or a few others) **

- Use a vehicle that allows spacing between occupants and/or limit the number of occupants – these may include leaving some seats empty (see example diagram).

- All surfaces inside of the vehicle are to be cleaned before and after each journey, cleaning the areas/parts that have been touched a lot.

- Face coverings are to be worn at all times whilst travelling in a vehicle with others.

- Open windows to allow ventilation and running ventilation systems at all times.

- Ask all occupants to use hand sanitiser and wash their hands.

- Turn away any people with coronavirus symptoms (persistent cough, a high temperature or has lost their sense of taste or smell).

- Where possible travel with the same team of people every day, to help reduce the amount of people each person comes into contact with.
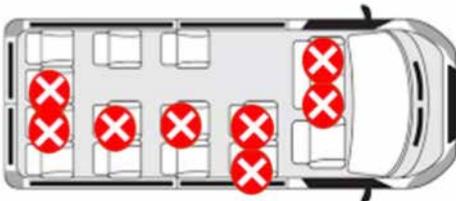
Example of spacing occupants in a vehicle to help mitigate the risk of viral spread (under 50% vehicle occupancy).

- Enable workers to sit side-to-side (not passenger facing) whenever possible – and do not sit 'three to a cab' in driver front bench seats or share vehicle bench seats.

- Ventilation: increase the flow of fresh air (e.g. opening windows) - do not recirculate AC.

- Use screens to separate workers from each other (e.g. clear, flexible lightweight plastic sheets)

GN 3 – Work-related travel (continued)

Hygiene and cleaning

Encourage workers to wash their hands thoroughly for at least 20 seconds before boarding or leaving vehicles, and during vehicle stops.

Cleaning vehicles

Clean all areas in the vehicle they are commonly touched, using hand sanitiser (60% alcohol or usual low hazard cleaning products). In particular, clean vehicle:

- key fobs

- door frames

- door handles

- the steering wheel

- gear stick

- handbrake

- fuel input

- radio/'satnav' and

- any other touch/steering column controls (indicators, lights, windscreen wipers etc).

On leaving the vehicle for use by anyone else, also ensure the vehicle is emptied of personal items such as mobile phones, cases, and any clothing, PPE, or waste materials. Remove cleaning materials, other waste and single-use PPE and ensure there are suitable waste disposal arrangements.

Retain sufficient quantities of hand sanitiser/low hazard cleaning materials/wipes within vehicles to enable the above.

Pairing/teaming

As far as possible, establish pairs, teams, or shift groups so that where close proximity travel is unavoidable, this occurs between the same people.

- Those travelling together in a vehicle should be in a fixed pairing, as far as possible.

- Brief drivers and other occupants regularly on the need to implement the required behavioural measures.

Face coverings

Workers must wear a face covering (e.g. a cloth/cotton mask) at all times whilst in a vehicle or inside a building. The government guidance* on face coverings (link below) says:
"Evidence suggests that wearing a face covering does not protect (the wearer) but it may protect others if (the wearer is) infected *but has not developed symptoms*".
"Face coverings are *not a replacement* for the other ways of managing risk, including minimising the time spent in contact, using fixed teams, and partnering for close-up work, and increasing hand and surface washing. The government does "not expect to see employers *relying* on face coverings as risk management" (for the purpose of vehicle risk assessments and mitigating measures).
In addition, the government guidance*:

- does not support the use of tight-fitting face masks (such as FFP3 or surgical masks) as a mitigating measure for *any form of travel*.

- says that: "No one is obliged to work in an unsafe work environment." This principle should apply to all work-related travel.

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GN 4 - COVID-19: Carrying out work in a domestic environment

Purpose: Template showing measures for carrying out work in a domestic environment

1. General work in specific environments

This guidance relates to working in a domestic environment within the current restrictions and observing Government guidance around social distancing and hygiene.
The household members of any property are the priority whilst carrying out any works or inspections. But to make sure that all employees stay safe, where appropriate they will use PPE that meets Government and Health and Safety Executive guidelines.

A risk assessment is to be carried out that covers the specific planned works and situation prior to entering the property, which will determine the appropriate PPE to be worn, for example, face masks, disposable overalls/boots, gloves. Unless you are in a situation where the risk of COVID-19 transmission is very high, the risk assessment carried out should reflect the fact that the role of PPE, in providing additional protection is extremely limited. However, if the risk assessment shows that PPE is required, then you must wear this PPE.

2. Visiting property if a member of the household is showing symptoms of COVID-19 or are shielding

So that engineers, staff or any member of the domestic environment can all stay safe, it is safest not to visit any property where those living in the home:

• Have symptoms of COVID-19

• Are self-isolating

• Are shielding or classified as vulnerable

When work is planned to be carried out in a household where somebody is clinically vulnerable, but has not been asked to shield, (for example, the home of someone over the age of 70) prior arrangements should be made with vulnerable people to avoid any face-to-face contact, for example, when answering the door. You should be particularly strict about hand washing, coughing and sneezing hygiene, such as covering your nose and mouth and disposing of single use tissues/wipes. All engineer or staff members will be more than pleased to carry out works at a property once the household are feeling well enough and have completed all self-isolating requirements (as per Government guidelines) or have been given a negative result on a coronavirus test for all other works.

NO work will be undertaken out in a household which is isolating because one or more members has symptoms or where an individual has been advised to shield **- Unless it is to remedy a direct risk to the safety of the household.**

We want to ensure that household members, engineers and all staff all stay safe. This means that on all of our visits, it will start with our engineers undertaking a risk assessment before they enter a premise's or start to carry out any works. If a risk is clearly identified, they will reserve the right to terminate the visit, to ensure the safety of the household, themselves and any accompanying engineer or personnel. We will also need to terminate a visit to any property if our engineer falls ill with COVID-19 symptoms or must self-isolate in accordance with the Government guidelines.

GN 4 - COVID-19: Carrying out work in a domestic environment (continued)

3. Measures that will be put into place

Social distancing

- To ensure everyone's safety, our engineers will apply the Government agreed social distancing measures

- They may also ask members of the household to wait in another room or to go outside whilst any works is being carried out.

- The engineer may request that any windows in the room they plan to do work in be opened and ask household members to leave all internal doors open to minimise contact with door handles.

- Where possible we will call a member of the household to check that they are well and that no one has suspected COVID-19 symptoms, is self-isolating or shielding before our visit.

Washing facilities

- When our engineers visit a household, they will carry their own hand sanitiser as part of their PPE, but it would be of benefit to have the facilities for our engineer to be able to wash their hands

4. Hygiene and cleaning

Encourage workers to wash their hands thoroughly for at least 20 seconds at an increased frequency and upon touching surfaces, tools, other people's property and particularly after coughing, sneezing, and blowing your nose.

To help reduce the spread of germs when coughing or sneezing by covering your mouth and nose with a tissue, or your sleeve (not your hands) if you don't have a tissue and throw the tissue in a bin immediately, then wash your hands.

All engineer will regularly clean any touched objects and surfaces using cleaning to reduce the risk of passing the infection on to other people. If it isn't possible to maintain social distancing while working in a household then extra attention needs to be paid to equipment, cleaning, and hygiene to reduce the risk.

Steps that will be needed:

- Washing your hands more often than usual for 20 seconds using soap and water, particularly after coughing, sneezing, and blowing your nose

- Clean all touched objects and surfaces using cleaning products to reduce the risk of passing the infection on to others

- If hand washing facilities are not accessible, you should carry hand sanitiser

- Reduce the risk of the spread of germs when you cough or sneeze by covering your mouth and nose with a tissue or your sleeve, not your hand, throwing the tissue in a bin immediately, then wash your hands
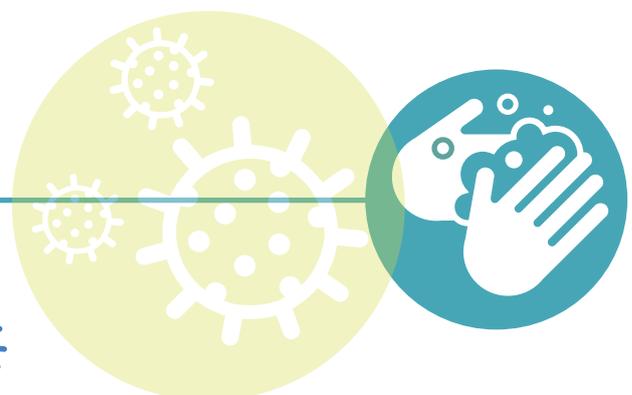
GN 4 - COVID-19: Carrying out work in a domestic environment (continued)
5.   Considerations whilst working

- You must maintain social distancing in the workplace wherever possible

- Increasing the frequency of hand washing and surface cleaning procedures

- Using back-to-back or side-to-side working (rather than face-to-face) whenever possible

- Where possible reduce the number of people in each room to reduce the possibility of contact

- Identify busy areas across the household, where people travel to, from and through, for example, stairs and corridors, and minimising movement within these areas

- Frequently clean all objects and surfaces that are touched, using cleaning products

- Arrange a safe method of depositing waste with the household

- Remove all waste and belongings from the work area at the end of the shift and at the end of the works

- Bring your own food and drink and have all breaks outside where possible

- Limit the number of workers within a confined space to maintain social distancing

- Use fixed pairing system if workers have to be in close proximity

- Allocate the same workers to any repetitive works

6.   Coming to and leaving a home for work

- Consider travelling alone, using your own vehicle

- Cleaning vehicles regularly using gloves and standard cleaning procedures, with the

- Washing hands on arrival and maintaining social distancing when entering a home

- Communicate with the household prior to arrival, and on arrival, to ensure the household understands the social distancing and hygiene measures that should be followed once work has commenced
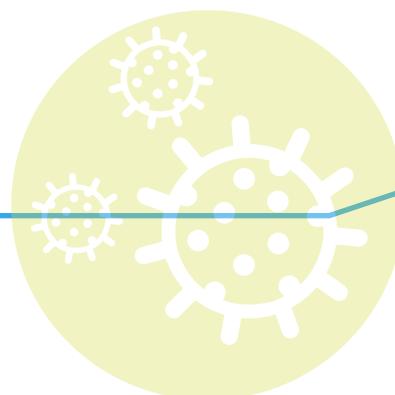
GN 5 – Face Coverings

Purpose: Face coverings worn to help slow the spread of COVID-19/Coronavirus when combined with everyday preventive actions and social distancing in public settings.

COVID-19 is spread by droplets. When an infected person coughs or sneezes without covering their mouth and nose, droplets containing the virus spread a short distance and can settle on surrounding surfaces.

COVID-19 is mostly spread following close contact with people who have the virus and may or may not have symptoms. You may also get infected if you touch surfaces or objects contaminated with droplets and then touch your mouth, nose, or eyes.

Stay at home if you're unwell, washing your hands frequently with soap and water and practicing social and physical distancing where possible and practical remain the most important way to stop the spread of infections, including COVID-19

Employers operating on-site (construction, maintenance, or emergency call-out) must ensure they protect their workforce and control the potential spread of COVID-19.

- Wearing a protective face covering is now mandatory on public transport in England, Scotland, and Wales.

- The British Medical Association (BMA) advised on the wearing of face covering in areas where people cannot socially distance – but as of 15 June 2020, it was compulsory on all public transport.

- Face coverings are not respirators or disposable facemasks and do not protect people wearing them from exposures.

- Face coverings are only intended to help contain the wearer's respiratory droplets from being spread.

- There is some evidence to indicate, used in this way, face coverings can help slow the spread of the virus that causes COVID-19 amongst asymptomatic individuals.

1. What are face coverings?

Face coverings have become increasingly part of our everyday lives. They are designed to cover the wearers nose and mouth and are intended to protect others, not the wearer, against the risk of the spread of infection. It's important to note that face coverings are not PPE nor a medical device, therefore face coverings are not assessed to conform to PPE or medical device requirements. A PPE or medical mask must meet certain regulatory requirements and dependant on the level of protection, may need to be independently assessed by an approved notified body such as BSI.
Face coverings are only intended to help contain the wearer's respiratory droplets from being spread.
A face covering is anything that covers your mouth and nose while allowing you to breathe comfortably.

- A face covering is something which safely covers the nose and mouth.

- There are single use and reusable face covering available to purchase.

- Wearing a face covering in public may reduce the spread of coronavirus.

- It may also help to reduce the spread of respiratory droplets from people infected with coronavirus.

- Face coverings may help to stop people who are not aware they have the virus from spreading.

- **Face coverings are not the same as face masks**
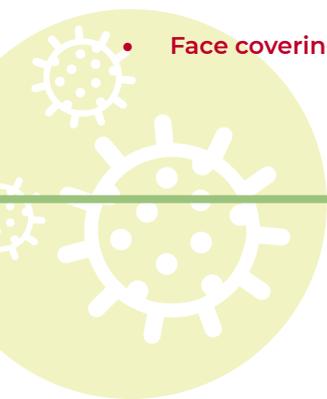
GN 5 – Face Coverings (continued)

2. Face coverings

Face coverings, whether provided by the employer or brought from home by the worker, are not respirators or disposable facemasks and do not protect the worker wearing them from exposures.

- Face coverings are only intended to help contain the wearer's respiratory droplets from being spread.

- A face covering is anything that covers your mouth and nose while allowing you to breathe comfortably.

- Wearing a cloth face covering in public may reduce the spread of coronavirus.

- It may also help to reduce the spread of respiratory droplets from people infected with coronavirus.

- Cloth face covering may help to stop people who are not aware they have the virus from spreading.

- Cloth face covering are not the same as face masks

3. How can face covering help prevent the spread of COVID-19

Asymptomatic individuals

If you are asymptomatic, it is possible to have coronavirus without showing symptoms.
However, there are reports of loss of sense of smell in asymptomatic people

A face covering helps contain small droplets that come out of the mouth and/or nose when you talk, sneeze or cough. If you have COVID-19 and are not showing symptoms, a face covering can help to reduce your chance of spreading the infection to others. If you are healthy, a face covering may protect you from larger droplets, from people around you.

4. When should you wear a face covering?

- Face coverings on public transport are now mandatory in England, Scotland, and Wales (three-layer face coverings in Wales).
- Face coverings are now also mandatory in shops in England, Scotland, and Wales

What are the face covering rules on public transport?

Wearing a protective face covering is now mandatory on ALL public transport in England, Wales, and Scotland.

Anyone travelling by bus, train, ferry, or plane should wear a face covering to help reduce the risk of coronavirus transmission. Some passengers will be exempt from these rules, including:

- Children under 11

- People with disabilities

- Those with breathing difficulties

- Anyone travelling with someone who relies on lip reading

GN 5 – Face Coverings (continued)

What other places should you consider wearing a face covering?

- When staying 2 metres apart from people is difficult – for example, in shops, shopping centres

- When visiting anyone who is at risk from coronavirus – such as people ages 70 or over, or people who are medically vulnerable

- In any enclosed indoor spaces with other people

- Workers may additionally wear a face covering (e.g. cloth/cotton or other materials mask) although wearing a face covering is not required by law. The government guidance* on face coverings (link below) says:

"Evidence suggests that wearing a face covering does not protect (the wearer) but it may protect others if (the wearer is) infected but has not developed symptoms".

Face coverings are not a replacement for the other ways of managing risk, including:

- Minimising the time spent in contact with others

- Using fixed teams

- Partnering for close-up work

- Increased hand and surface washing

The government does "not expect to see employers relying on face coverings as risk management".

MOST IMPORTANT INFECTION PREVENTION CONTROL MEASURES AGAINST THE VIRUS ARE:
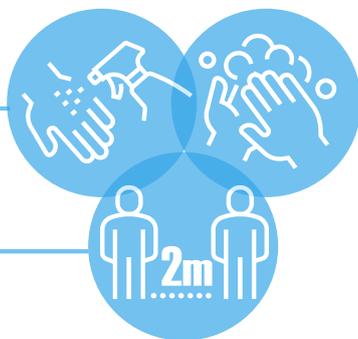
HAND HYGIENE – Frequent hand washing/Sanitising

SOCIAL DISTANCING – You should stay 2 metres apart from anyone outside of your household

5. What makes a suitable face covering?

Materials you may want to consider when making a face covering due to their ability to capture particles while still remaining breathable could include, scarves, or any item made of cotton or linen
Other materials for consideration could be:

- Tea towels
- Cotton t-shirts
- Cotton materials such as pillowcases
- Thicker, more densely woven cotton fabrics are best, such as quilting cotton or cotton sheets
- Hold the fabric up to the light: The fewer tiny holes you can see, the better it will work to filter droplets
- Ideally use fabric that doesn't allow droplets to pass through while ensuring you can still breathe properly with your face covering in place.

Further advice and guidance on how to make a face covering can be found by reading Section 7 **'Making your own face covering'.**

GN 5 – Face Coverings (continued)

6. Considerations for the use of cloth face coverings

- The use of cloth face covering in the work environment should be used in addition to other control measures, including engineering controls such as implementing social distance practices and physical partitions or barriers; and administrative controls such as frequent cleaning and disinfection protocols.

- Wash your hands with soap and water for at least 20 seconds before and after donning, touching or removing cloth face coverings

- Ideally face covering should go over the nose and below the chin

- Fit snugly but comfortably against the side of the face

- Be secure with ties or ear loops to ensure the covering stays in place

- Include multiple layers of fabric where possible

- Allow for breathing without restriction during normal activities

- Think about where to store your face covering when not in use and before washing

- Particular attention should be paid to where the face covering may be placed when not in use to avoid the risk of spread through potential COVID-19 contaminated surfaces

- Reusable face covering should be laundered before each daily use

7. Making your own face covering?

Particle size

Virus particles are tiny, ranging from 0.1 to 0.3 micron. A 40-micron size particle is visible with the naked eye, anything smaller, you need specialized equipment to see it.
If made correctly, there is limited evidence that a face covering can help to reduce the transmission of the virus from the wearer to others by impeding large droplets and spray produced by a cough or sneeze. It can also reduce the transmission of the virus from others to the wearer.

Fit

Face coverings should cover the nose and mouth. When measuring for a covering, ensure it extends from the top of the nose – as close as possible to the eyes without obstructing sight – to under the chin.

- Face coverings should cover the face from side-to-side and go past the opening of the mouth

- Check round the edge of the covering for gaps

- Close any gaps by pinching the fabric together, to create a pleat or dart

- If the face covering is too tight or loose, it may cause the wearer to continuously adjust the covering, inadvertently touching their face

Material Selection

People will have varying access to different fabric at home. Face coverings should incorporate fabric that:

- Reduce virus transmission as face as possible, to and from the nose and mouth

- Wrap around the face and are comfortable next to the skin

- Are easy to wash and sanitise

GN 5 – Face Coverings (continued)

When making your face covering

Wash your hands and ensure any surfaces used are clean before starting
- Ensure any materials used to provide face coverings are clean and able to be laundered
- Materials used for face covering, should be able to be laundered and machine dried, without damage or change in shape

The use of cloth face covering should be used in addition to the main control measures, which are:
- Frequent hand washing
- Implementing social distance practices
- Frequent cleaning and disinfection protocols for all areas

IF YOU EXPERIENCE ANY OF THE SYMPTOMS BELOW STAY AT HOME AND SELF ISOLATE

GN 6 - COVID-19: Apprentices

Purpose: Template showing the best work-related travel and onsite supervision for apprentices

The following provides guidance for employers on how to enable apprentice travel and onsite activity – including site supervision and training – where 'close proximity' working (at less than the social distancing guidelines) maybe required.

1. General introduction

For any construction, maintenance or emergency call-out activity, employers must ensure that they protect apprentices and other employees from transmission of COVID-19, as far as reasonably practicable. Work on-site (and travel to, from and between sites) should only continue if:

- It can be carried out in line with relevant guidance issued by Public Health England (PHE).

- It can be undertaken without compromising wider safety and health.

- It is done in accordance with the latest government ('COVID secure') workplace guidelines and CLC Site Operating Procedure (SOP) - see 'Key Sources of Information and Advice'; and

- Workers can travel safely and responsibly to sites.

Note that the Government guidance says:

"No one is obliged to work in an unsafe work environment" and this principle applies to any employee, for all work-related travel and activity.

The most effective ways to prevent the spread of coronavirus are:

- Social distancing

- Thorough hand washing (using soap or sanitiser)

- Workers avoiding touching their eyes, nose, or mouth, and covering the mouth/nose when sneezing or coughing

- Cleaning contacted surfaces and equipment (and not sharing items or equipment).

2. Essential closer proximity activity

Regarding work-related vehicle travel or site activity, the Government guidelines say: "Where social distancing guidelines cannot be followed in full, for a particular activity, businesses should consider *whether that activity needs to continue* for the business to operate".

In relation to apprentices, examples of an employer's operational considerations may include:

- For capacity reasons, the employer relies on e.g. a final year apprentice to help carry out essential site tasks.

- Sufficient progress with vocational training (individually or collectively) and the attainment of vocational qualifications are essential to the continued operation of the business.

- Shared travel is essential to enable essential site work or training to occur; and/or

- Some close proximity supervision is necessary in order to allow essential vocational training.

Where the activity *needs to continue* for the business to operate then an employer is required to "take all mitigating actions possible to reduce the risk of transmission between employees", including the measures shown below, where reasonably practicable

GN 6 - COVID-19: Apprentices (continued)

3. Work related travel

The following relates to apprentices travelling to, from, or between sites, in order to continue with vocational training or site activity.

Any apprentice - or other employee - who has COVID-19 symptoms or has been in close contact with someone who is symptomatic, should not travel to work by any method.

Planning apprentice travel

- Plan ahead on how best to enable apprentices to get to the workplace.

- Look to avoid - and enable travel alternatives to - use of public transport and manage other work-related travel to reduce the risk of COVID-19 transmission.

- Communicate as necessary on planned travel arrangements with clients/main contractors and consult with the workers involved, including apprentices (and optionally, with e.g. the apprentice's parents).

- When possible, and where it is safe to do so, apprentices should travel alone, using either a company or their own vehicle (all vehicles must be roadworthy and suitably insured) or another means of travel, such as a bike - but avoiding public transport (whether travelling alone or with others).

However, it is understood that many apprentices may not be able to drive, or have access to transport from home, for significant journeys.

Public transport

- Staggering apprentice travel times

- Providing additional car parking or other facilities such as secure bike racks, may help apprentices to avoid using public transport.

- Apprentices should only use public transport if their journey is essential, they have no other safe means of transport (see below), and the risk of transmission is sufficiently mitigated (e.g. by staggering travel times to enable social distancing).

- A suitable face covering must be worn on public transport.

Single occupancy vehicles

- Apprentices should travel alone (or arrange for safe travel from home) where possible.

- For single occupancy company vehicles that may subsequently be used by another occupant (even if they too will travel alone), an apprentice entering or leaving the vehicle should follow the steps shown below in 'Cleaning Vehicles'.

However, some apprentices may need a lift to the workplace from another employee. See 'Shared Vehicles' Section below.

Shared vehicles

- If sharing a vehicle is essential, then avoid multiple vehicle occupancy (more than two occupants) where possible.

- Conduct a risk assessment, ensuring social distancing if possible (e.g. separating occupants to the maximum safely allowable in a vehicle and/or using a larger vehicle than usual, to achieve social distancing).

GN 6 - COVID-19: Apprentices (continued)

Mitigating risk for essential, closer proximity travel

If social distancing guidelines cannot be followed and the travel "needs to take place for the business to operate" then take 'all mitigating actions possible' to reduce the risk of COVID-19 transmission.
Discuss the key findings of the risk assessment, and the intended mitigating measures, with the apprentice (and optionally, with e.g., the parents).

Ensure that your risk mitigation measures do not:

- Create, or interfere with the control of, other significant health and safety risks, including vehicle occupant safety.

- Impact on vehicle insurance – check in advance before making any significant vehicle alterations.

Based on the risk assessment, mitigating actions may include the following:

- Reduce the number and duration of shared journeys, wherever possible

- Use a vehicle that allows spacing between occupants and/or limit the number of occupants – this may include leaving some seats empty, or worker distancing on bench seating

- Enable workers to sit side-to-side (not passenger-facing) whenever possible

- Reduce the number of workers in close proximity by using 'fixed pairs/teams or partnering' (so an apprentice works with only one other, or only a few others) *

- Use screens to separate workers from each other in the vehicle (e.g. clear, flexible lightweight plastic sheets)

- Increase the frequency of hand washing and surface cleaning**

- Ventilation: increase the flow of fresh air (e.g. open windows) – do not recirculate vehicle air conditioning

Brief drivers and other occupants regularly on the need to implement the required behavioural measures.

Pairing/teaming

As far as possible,

- Establish pairs, teams, or shift groups, so that where close proximity travel is unavoidable, this occurs between the same people.

- Those travelling together in a vehicle should be in a fixed pairing, as far as possible and should wear face covering at all times.

- Brief drivers and other occupants regularly on the need to implement the required behavioural measures.

Face coverings

Workers must wear a face covering (e.g. a cloth/cotton mask) at all times whilst in a vehicle or inside a building. The government guidance* on face coverings (link below) says:
"Evidence suggests that wearing a face covering does not protect (the wearer) but it may protect others if (the wearer is) infected but has not developed symptoms".
"Face coverings are not a replacement for the other ways of managing risk, including minimising the time spent in contact, using fixed teams, and partnering for close-up work, and increasing hand and surface washing. The government does "not expect to see employers relying on face coverings as risk management" (for the purpose of vehicle risk assessments and mitigating measures).
In addition, the Government guidance*:

- Does not support the use of tight-fitting face masks (such as FFP3 or surgical masks) as a mitigating measure for any form of travel.

- Says that: "No one is obliged to work in an unsafe work environment." This principle should apply to all work-related travel.

GN 6 - COVID-19: Apprentices (continued)

Hygiene and cleaning

Encourage workers to wash their hands thoroughly for at least 20 seconds before boarding or leaving vehicles, and during vehicle stops.

Cleaning vehicles

Clean all areas in the vehicle they are commonly touched, using hand sanitiser (60% alcohol or usual low hazard cleaning products). In particular, clean vehicle:

- Key fobs
- Door frames
- Door handles
- The Steering wheel
- Gear stick

- Handbrake
- Fuel input
- Radio/'satnav' and
- Any other touch/steering column controls (indicators, lights, windscreen wipers etc).

On leaving the vehicle for use by anyone else, also ensure the vehicle is emptied of personal items such as mobile phones, cases, and any clothing, PPE, or waste materials. Remove cleaning materials, other waste and single-use PPE and ensure there are suitable waste disposal arrangements.

Retain sufficient quantities of hand sanitiser/low hazard cleaning materials/wipes within vehicles to enable the above. Apprentices and others sharing a vehicle – or using public transport – should wear a suitable face covering (e.g. a non-surgical mask).

4. Onsite activity and training

The following refers to essential site activity, notably in relation to supervising/training apprentices.

Avoid close proximity working if possible...

Workplace apprentice training and other activities should first be planned and organised to avoid all unnecessary work closer than the social distancing requirements, to minimise the risk of spread of COVID-19, and no work should be carried out that requires skin to skin contact.

This includes planning and arranging for activity to be done safely by one person where possible. Where supervision is required, consider how much of this can be done with social distancing.

For any site-based apprentice activity:
- Consult beforehand with apprentices, supervisors, and others as necessary, about planned mitigating measures
- Comprehensive hygiene and cleaning measures must apply at all times
- Increase fresh air ventilation in any indoor/enclosed spaces. Note: there is less risk of viral transfer outdoors.

Remind apprentices and other workers at least daily about social distancing, hygiene, and all other mitigating measures.

Where closer proximity working is necessary and unavoidable

Where it is not possible to follow social distancing guidelines for activity that involves apprentices, then:
1. "consider whether the activity needs to continue for the business to operate." If so.
2. "take all mitigating actions possible" (such as the measures below) to reduce the risk of COVID-19 transmission on site.

- Conduct a suitable and sufficient risk assessment and communicate the significant findings with the apprentice (and optionally, with e.g. parents), supervisors and other workers.

- Consult with the apprentice and other workers on preventative measures and a safe system of work (method statement) to control the risk.

GN 6 - COVID-19: Apprentices (continued)

Where it is necessary to carry out close proximity supervision or tasks:

- Minimise the frequency and duration that workers are at less than the social distancing guidelines (e.g. Reduce the time spent in close proximity)

- Continually aim to maximise apprentice and other worker separation, even if the activity requires separation that is less than social distancing guidelines

- Minimise the number of those involved at close proximity

- Supervise/work side by side: avoid face to face activity wherever possible

- Consider creating/using an authorisation process for the activity

- Consider creating a pair or small tea.

Keep the team:

- As small as possible

- Together (do not change those within the team)

- Away from other workers or others onsite, where possible

- Consider whether there is any scope for using temporary barriers (such as clear plastic) between the apprentice's work and others.

Designated supervision (e.g., a 'compliance champion') may be useful for monitoring and managing compliance with close proximity mitigating measures.

RPE and face coverings

For typical construction and maintenance activity, Government guidance does not support the use of RPE (e.g. tight-fitting face masks) as a protective measure *against coronavirus*. However:

- The use of tight-fitting face masks is still required if risk assessment shows they are needed to protect against *other* significant respiratory health hazards (beyond coronavirus).

- Following risk assessment, suitable RPE or a face covering (which may include a visor) may be selected (along with other PPE) to *further mitigate* the risk of coronavirus from close proximity work, as part of "all mitigating actions possible."

- Do not rely *solely on RPE or face coverings* to provide protection from coronavirus. Other preventative measures (shown above) must also be deployed, as far as reasonably practicable, to mitigate the risk from essential close proximity activity.

- If RPE is selected, then the wearer should have successfully undergone 'face fit testing', in addition to on-site mask fit checking. Eye protection may also help to protect workers' eyes from any airborne droplets.

- A face covering/full face shield (visor) may lower viral exhalation risk, notably from anyone who has COVID-19 but is not yet showing symptoms, but it will not provide significant inhalation protection. If a face covering/visor is selected, then there should be collective use where possible (e.g. both supervisor and apprentice wearing a face covering/visor).

Note: a visor may help with communication, notably during supervision, and negate the need for light eye protection (subject to risk assessment).

Face coverings or visors should be distributed by the employer, along with suitable instruction on use, maintenance, hygiene, replacement, and disposal. 'Homemade' or 'site improvised' face coverings or visors are not recommended for use on site.

Government guidance says: "Face coverings are not a replacement for the other ways of managing risk, including minimising the time spent in contact, using fixed teams and partnering for close-up work, and increasing hand and surface washing".

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GN 6 - COVID-19: Apprentices (continued)

5. PPE: Operational Control

- Re-usable PPE / RPE should be avoided where possible. If this is not possible it must be thoroughly cleaned as per manufacturer's guidance after use, and never shared between personnel.

- Single use PPE / RPE to be disposed of safely, and never re-used.

- Employees must NOT commence work without the correct PPE. Personnel must raise any lack of, or defective, PPE to their supervisor before any work is undertaken.

- Employees are required to take good care of all PPE issued to them, and not modify the equipment or deface it in any way.

- If equipment is damaged, lost or stolen then personnel must report this immediately to supervision or management to ensure that replacement PPE can be provided.

- The employer is required to ensure that if any sub-standard equipment is identified that it is removed from use and properly disposed of.

- The employee may not enter or return to the work site until issued with the correct PPE.

Employees to be briefed regularly that wearing RPE must not lead to behaviour that undermines **social distancing measures and thorough hygiene practice** – the two most effective control measures against viral spread.

Note in particular:

- Protection afforded by RPE can deteriorate

- RPE can become contaminated

- Face masks alone do not protect the eyes

- 'Doffing' RPE, and (single use) waste disposal must be done according to established good practice, to reduce the risk of viral contamination and spread.

GN 7 – Face Covering and Face Mask Types and Protection Offered

> **Purpose:** **To identify the types of face coverings and face masks available**
> **To explain the different levels of protection they provide**
> **To identify face fit testing requirement for each type of covering**

This guidance note relates to the type of face covering and masks available, their properties and relevant regulatory standards and face fit testing requirements. It is intended solely as information and is not determinative.

For typical construction and maintenance activity Public Health England does not refer to the using Respiratory Protective Equipment (RPE) as a protective measure against the spread of coronavirus.

However, the Construction Leadership Council (CLC) Safe Operating Procedure (SOP) adds that where personnel working in **Specific environments** (that may present *elevated risk* of spread of coronavirus) such as:

- Where persons are shielding

- With symptoms, or

- Where confirmed COVID-19 cases may be present

Then – in addition to general, effective mitigating actions such as **social distancing and thorough hygiene measures** – PPE (which may include RPE) **should be considered** in relation to mitigating the risk of viral spread.

Examples of 'Specific environments" may include NHS premises, care homes or some domestic settings.

Each recipient of the guidance will therefore continue to decide on the protective measures to be employed based on a suitable and sufficient Risk Assessment.

1. Introduction: Types of face coverings

Homemade face coverings – non-medical

During the current pandemic there is a rise in the promotion and use of home-made masks and face coverings. Their use is thought to help reduce the transmission of the virus in certain situations where social distancing is not maintained.

https://www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering/how-to-wear-and-make-a-cloth-face-covering

- There is no requirement for face fit testing homemade face coverings.

- Homemade masks and face coverings do not protect the wearer from exposure to the virus.

- Those using cloth or fabric face coverings should be aware of their limitations and that social distancing, good hand hygiene and avoiding touching the face are more important factors in controlling the spread of the virus.

Refer to the **BESA guidance note (GN5)** on Face Coverings.

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GN 7 – Face Covering and Face Mask Types and Protection Offered
(continued)

2. Respiratory Protection Equipment - PPE

Types of Respiratory Protection Equipment (RPE)

- There are two types of RPE. Respirators and Breathing Apparatus. This Guidance Note is limited to providing information on types of Respirators.

- Respirators use filters to remove contaminants from the air being breathed in by the wearer.

- Respirator masks are tested in the direction of inspiration (from outside to inside) and are designed to protect the wearer from the external environment and therefore are regulated as Personal Protective Equipment (PPE)

- They can be non-powered relying on the wearer to draw air through the filter.

- They can be powered using a motor to pass air through the filter giving a clean supply of air.

Respirators are divided into 2 types:

1. Loose fitting – relying on enough clean air to prevent contaminants leaking into the mask and are powered only. Loose fitting masks do not require face fit testing.

2. Tight fitting – relying on a tight fit with the wearer's face and can be powered or non-powered. Tight fitting masks require face fit testing to prove the RPE can protect the wearer.

Face masks designated FFP

- In Europe, RPE masks must be tested to European Standard EN149 2001 and are categorised into 3 Filtering Face Piece **(FFP)** categories which denotes the level of protection from outside substances given by the mask when face fitted and correctly worn.

- Items of RPE are also assigned an Assumed Protection Factor **(APF)**. The APF is a number that indicates how much protection that a piece of RPE can provide if worn correctly. Therefore, RPE with an APF of 10 will reduce the wearers exposure by a factor of 10. Simply put, the wearer will breath in 1/10th or less of the amount of the substance in the air.

- **FFP 1** Least filtering mask. Has an aerosol filtration of at least 80% and leakage to the inside of maximum 22%. Assumed Protection Factor of 4. Typically used as a dust mask often in a domestic setting.

- **FFP 2** Mid filtering mask. Has an aerosol filtration of at least 94% and leakage to the inside of maximum 8%. Assumed Protection Factor of 10

- Typically used in construction and agriculture and by healthcare professionals against influenza viruses such as COVID.

- **FFP 3** Most filtering mask. Has an aerosol filtration of at least 99% and leakage to the inside of maximum 2%. Assumed Protection Factor of 20. **Typically used in construction as protection against asbestos fibre and by healthcare professionals against influenza viruses such as COVID.**

- COVID 19 as a biological agent is covered under COSHH Regulations 2002. ACOP to COSHH regulation 7 states that if employers cannot prevent exposure they should take steps to ensure it is controlled adequately.

- HSE guidance HSG53 states that when in an airborne state, microorganisms can be classed a particles so can be usually be removed by filter type RPE.

- HSE recommend the use of FFP3 filters to protect against the virus as it has the highest filtration rate.

- However, under current pandemic conditions, the Global supply of FFP3 masks is restricted and there is a moral argument that the supply should be prioritised for the Healthcare Sector. Therefore, it may not be reasonably practicable to provide FFP3 masks.

- In this scenario, an FFP2 mask can be used as an alternative, which is consistent with following guidance:
  - HSE RR619 2008: **CLICK HERE**
  - World Health Organisation: **CLICK HERE**

IMPORTANT
A specific Risk Assessment under COSHH Regulations which considers type and extent of exposure, potential health effects and the effectiveness of control measures other than RPE would be required to determine whether exposure is adequately controlled.

GN 7 – Face Covering and Face Mask Types and Protection Offered
(continued)

3. Use of other face masks

Information

Part 1 of the recent European Rapid Evidence review delivered by the HSE for the Government Chief Scientific Advisor concluded that there is no materials difference between FFP2 and N95 with both providing comparable protection against COVID 19 as long as the supply conforms to NIOSH 42 CFR 84 (CDC) and the wearer is face fit tested

Face masks designated N95

In the United States, RPE must meet National Institute for Occupational Health & Safety (NIOSH) standard.

- RPE is classified dependent on oil resistance. Class N masks are the minimum standard having no oil resistance and are comparable to the European FFP classification.

- The number following the N class indicates the % filtration rate of particles.

- N95 masks have a filter efficiency rate of ≥ 95% and are therefore comparable to European Standard FFP2.

- Previously N95 classified masks could not be used in the UK as they are not tested to European Standards and not CE marked.

Face masks designated KN95

- KN95 rated masks are a performance rating under the Chinese standard GB2626:2006, the requirements of which are broadly the same as European standard BSEN1492001+A1 for FFP2 facemasks.

- However, there is no independent certification or assurance of the quality of products manufactured to KN95.

- A substantial number of face masks claiming to be KN95 standard have been found to provide inadequate levels of protection and are likely to be poor quality products accompanied by fraudulent or fake paperwork.

HSE Safety Alert
HSE have issued a safety alert June 2020 (Bulletin STSU1-2020) which instructs that KN95 classified masks must not be used as PPE as their effectiveness cannot be assured unless they are CE marked and the supplier can demonstrate how they know the documentation and CE marking is genuine.

4. RPE Face fit testing requirements

There are 2 types of face fit testing

Qualitative face fit testing – tight fitting RPE - Can be used to determine the seal quality of disposable or re-usable half face masks type FFP1, FFP2 and FFP3. The test relies on the wearers sense of taste to determine effectiveness of seal. The test must be carried out by a competent assessor.

Quantitative face fit testing – tight fitting RPE - Must be used to determine the seal quality of tight fitting full face masks. It employs a machine to measure the number of particles entering the mask compared to those challenging it. The test methods must be approved by the HSE and test result will give a pass or fail result. Quantitative face fit tests must be carried out by a competent assessor.

Always use a fit 2 fit accredited tester.

5. Site requirement to wear RPE

Any other applicable policy or site requirement to wear RPE with a view to controlling the risk from coronavirus should be dealt with in discussion with the site owner and/or main contractor.

GN 7 – Face Covering and Face Mask Types and Protection Offered
(continued)

6. Operational Control

- Personnel must NOT commence work without the correct PPE.

- Personnel must raise any lack of, or defective PPE to their supervisor before any work is undertaken.

- Supervisors should monitor the correct wearing and maintenance of all PPE (including RPE) ensuring, if any sub-standard equipment is identified, that it is removed from use and properly disposed of.

- The worker may not enter or return to the work site until issued with the correct PPE.

- Employees should take good care of all PPE issued to them, and not modify the equipment or deface it in any way.

- If equipment is damaged, lost or stolen then personnel must report this immediately to supervision or management to ensure that replacement PPE can be provided.

- Re-usable PPE / RPE should be avoided where possible. If this is not possible it should be thoroughly cleaned as per manufacturer's guidance after use, and never shared between personnel.

- Single use PPE / RPE should be disposed of safely, and never re-used.

Remind employees regularly that wearing RPE must not lead to unwanted changes in behaviour which undermine **social distancing measures and thorough hygiene practice – the two most effective control measures against viral spread.**

Note in particular:

- Protection afforded by RPE can deteriorate

- Face masks alone do not protect the eyes

- The 'doffing' and donning of RPE, and (single use) waste disposal must be done according to protocol, to reduce the risk of viral contamination and spread.

7. Dealing with waste PPE

A person should be designated to ensure compliance with the PHE guidelines on the disposal of any waste PPE/RPE (including disposable cloths and tissues).

- PPE waste should be put in a plastic rubbish bag and tied when full.

- The plastic bag should then be placed in a second bin bag and tied.

- It should be put in a suitable and secure place and marked for safe storage.

- Waste should be stored safely for at least 72 hours, after which it can be disposed of as general waste (or if the local presence of COVID-19 is confirmed, it must be suitably disposed of as clinical waste).

8. Awareness, training and competence

All personnel to be:

- briefed on the requirements in this guidance note, and a record of the briefing kept on site.

- trained in the correct use and disposal of selected RPE.

GN 7 – Face Covering and Face Mask Types and Protection Offered
(continued)

9. Performance Monitoring

- Managers and supervisors to ensure that PPE is worn in the appropriate manner and for the correct application.

- Provision and use of PPE to be monitored, e.g. by a nominated supervisor or manager, and during site visits/ inspections.

10. Close Proximity Working

Guidance from Public Health England (PHE) for construction activity states "where it is not possible to follow the (2 metre) social distancing guidelines in full in relation to a particular activity, you should consider whether that activity **needs to continue for the site to continue to operate** and, if so, take all the mitigating actions possible to reduce the risk of transmission". In 'Special Environments' these mitigating measures may include RPE, noting RPE is the last resort.

Please see **BESA guidance note (GN2) Working in close proximity to others** for further guidance

GN 8 – What to do if you have a suspected case of Coronavirus (COVID-19) or a site member has been contacted by NHS Track and Trace at work

Purpose:	• Template showing measures for a suspected Coronavirus (COVID-19) case at work.
	• Procedure if a site member has been contacted by NHS Track and Trace whilst at work

1. General: suspected case in a working environment

This guidance note is for the site members guidance, if someone becomes unwell at work with symptoms such as cough, high temperature, laboured breathing, continuous cough or becomes unwell and believes they have been exposed to COVID-19. Or has been contacted by NHS Track and Trace, to inform them that they have come into contact with a person showing symptoms.

2. What to do

The site member should be removed to an area which is at least 2 meters away from all other personnel. If possible, find a room/area, where they can be isolated behind a closed door, such as an office. If it is possible open all windows, for ventilation. Make sure that if they cough or sneeze, they do this into a tissue or the crook of their arm, any tissues used are to be placed in a separate waste bag/bin, to be disposed of separately. Request that they wear a face covering, if they do not have one, if possible, issue one to them to prevent contamination of the area and other personnel that may be close by. Discuss with them that they need to get a Coronavirus (COVID-19) test, as soon as possible.
The site member should contact NHS Track and Trace to get a free test to check if they have the virus. They will need to get a test done in the first 5 days of having symptoms **DO NOT WAIT.**

While they wait for advice, ideally, they should stay in isolation or as a minimum remain at least 2 meters from other people. They should avoid touching people, surfaces, tools, and objects and be advised to cover their mouth and nose with a face covering. If they need to go to the bathroom whilst waiting for guidance, they should use a separate bathroom, if available. All areas should be thoroughly cleaned after use.
The site member is to be informed that they are to follow the guidance on self-isolation and not return to work until they have received a negative test result or, in the event of a positive test result, their period of self-isolation has been completed.

Closure of the work site is not required.

3. How do they get a test?

Anybody with a suspected case of coronavirus (COVID-19) can apply for a test online.
They will then be asked:

- How do you want to get the test – at a drive through or walk through test site or by ordering a home test kit

- For details such as your name, mobile phone number and address

Days since symptoms started	What you can ask for
Days 1 to 4	Book a drive-through or walk-through test at a test site or order a home test kit
Day 5	Book a test at a test site. It's too late to order a home test kit
Day 6 onwards	It's too late for an antigen test

If you need time off work you can get an isolation note to give your employer, you can get one if:

- You have symptoms

- Live with someone with symptoms

- Have been told to self-isolate by a Test and Trace service

GN 8 – What to do if you have a suspected case of Coronavirus (COVID-19) or a site member has been contacted by NHS Track and Trace at work

Contact numbers for Coronavirus testing are:

- England: NHS 111 online coronavirus service

- Scotland: NHS inform

- Wales: NHS Direct Wales

- Northern Ireland: Get advice from a GP or GP out-of-hours service

Please see section 'Key sources of information and advice' for online website address

4. Next steps to take on site

You will need to speak to the site member and there is going to be questions that they will need to answer. You will need to find out:

- if they are working in a group or in isolation

- if they have any tools, belonging and/or equipment with them

- if they are staying/working away from home

- how they travelled to site – if they used public transport or arrived in a private or shared vehicle

- you should also find out if they have any belongings, tools, and equipment with them.

You should then:

- Contact any personnel that either has travelled with them, worked closely to them, and/or is in their working group and sharing accommodation, inform them that their colleague has suspected coronavirus symptoms.

- Safely collect all tools, belonging and equipment or ask a colleague to safely collect their belonging and bring them to the site member, these should then be cleaned.

- Do not panic, do not notify all members of site staff, but approach their Line Manager or Supervisor to inform them of the situation

- Approach any site members that may have come into close proximity to the suspected site member, you do not have to give them their name, but inform them that they may have come into contact with someone that may be showing symptoms or has been contact by NHS Track and Trace.

You should arrange for a thorough clean of the site member's working area, possible contact points and all tools, belongings and equipment.

5. Travel / Accommodation

Discuss with them:

- If they have travelled to site in their own vehicle and still feel able to drive – then they are safe to do so, as long as they go directly home and make no stops on the way

- If they have shared a vehicle – speak to their colleagues to try and arrange for return transportation

- If they have used public transport – they are to keep their face covering on at all times, stay away from all other commuters where possible and travel directly home

- If they are sharing accommodation, it would be safer for them not to return there unless there are vital possessions there and to maintain distance from other people and belongings where possible

GN 9 – Controlling COVID-19 transmission on site

Purpose: Template indicating measures to reduce the risk of transmission of COVID-19 to aid in the protection of workforce / sub-contractors and visitors

1. Preventing the spread of the virus

NEW STARTERS / STAFF AND WORKFORCE

- Anyone who lives with or has regular contact with persons deemed to be vulnerable, with even a mild dry cough or a fever (where their chest or back are hot to the touch) or experience a loss of sense of smell or taste MUST stay at home.
- They should also stay home (or work from home) if they have taken any medications, such as paracetamol, ibuprofen, or aspirin, which may mask symptoms of infection.

VULNERABLE PEOPLE

Consider

- Age
- Any underlying health conditions
- Pregnant persons

Anyone who meets one of the following criteria should not come to site:

- Has a high temperature, a new persistent cough, or and a loss of sense of taste and or smell
- Is a vulnerable person (by virtue of their age, underlying health condition, clinical condition or are pregnant?)
- Is living with someone in self-isolation or a vulnerable person.

VISITORS TO SITE

Consider

- Track & Trace
- COVID-19 induction
- Close contacts
- All visitors to main sites, MUST, complete a COVID-19 site induction to ensure they are aware of all local COVID-19 controls
- Contact details for all visitors/clients/customers must be collected and held in the event of a potential outbreak of COVID-19, and to aid the Track and Trace process
- (Note any personal details collected must be held and stored as per the current General Data Protection Regulation (GDPR))
- (Please refer to the guidance link on GDPR in the "Key sources of industry information and advice" section at the end of this document)
- All visitors to adhere to site rules as set out in the site risk assessment
- Local authority to be informed if more than once case is reported on site

Face coverings must be worn:

- in enclosed spaces.
- where social distancing isn't always possible.
- where workers come into contact with others they do not normally meet.
- please see the link in the "Key sources of industry information and advice" section below for advice and guidance on where face coverings should be worn while at work
- face visors, if worn, must be used together with a face covering.

GN 9 – Controlling COVID-19 transmission on site (continued)

2. Showing symptoms on site

CONSIDER

- **Identified safe space for suspected cases to wait**

- **Track and Trace system**

- **Site symptom procedure**

If you develop a high temperature or a persistent cough, loss of sense of smell or taste while at work, you must:

- Don a face covering/mask immediately to reduce the spread of infection

- Report your condition to the COVID-19 compliance officer and or the site manager

- Report your condition and the action you are taking to your Manager and or Director via phone, email, or text

- Return home immediately by the safest possible method

- Avoid touching anything on the way home, consider the use of gloves to reduce any risk of transmission

- Cough or sneeze into a tissue and put it in a bin, or if you do not have tissues, cough, and sneeze into the crook of your elbow.

- Once home self-isolate as per the current government guidance and book a COVID-19 test

- Compile a list, if you can, of all close contacts to aid in the Track and Trace process

- Follow the current guidance on self-isolation and do not return to work until your period of self-isolation has been completed and you feel well.

3. Key actions to take in the event of an outbreak of Covid-19 in the building

- List all employees, visitors and or contractors that may have had close **contact** with the suspected case- (This will aid in the track and trace process should a test result be confirmed as positive)

- Contact close contacts will be advised to self-isolate (If symptoms occur all close contacts must book a test)

Examples of close contact include:

- Close face to face contact (under 1 metre) for any length of time – including talking to them or coughing on them

- Being within 1 to 2 metres of each other for more than 15 minutes – including travelling in a small vehicle

CLEANING CONSIDERATIONS

- Deep clean of the affected areas (Areas where suspected case has frequented)

- Increase the cleaning regime in common areas such as, contact surfaces in reception, offices, access control and delivery areas.

- Ensure scanners, turnstiles, screens, telephone handsets and desks are cleaned, particularly during peak flow times

- Provide cleaning staff with appropriate PPE/RPE (To include but not be limited to - mask, visor and face covering, disposable suit, apron, gloves etc.)

- Any additional PPE/RPE that is required must be provided free to employees and the use explained to all employees, contractors, and visitors

GN 9 – Controlling COVID-19 transmission on site (continued)

4.   Travel to and from the building/site in vehicles

CONSIDER

- **Do you have to travel together?**
- **Health checks**
- **Travel group bubbles**
- **Social distancing**
- **Face coverings**
- **Cleaning**

CONSIDERATIONS WHEN TRAVELLING

- Maintain the 2m separation rule when traveling using vehicles

- Remind staff, that travel together, to maintain social distancing in their free time, to reduce the risk to all employees

- If travel together cannot be avoided, ensure that face coverings and eye protection are worn

- Keep the same groups of people that travel together

- Regular checks on the health of all travel companions

- Limit the time spent together in the vehicle

- Do not use internal air circulation system or air conditioning

- Keep windows open for as long as possible while traveling

- Those who can, should walk or cycle where practicable

- Ensure regular cleaning and sanitising of hands and common areas of vehicles

- All company vehicles must be provided with hand sanitizer, disposable gloves, bin bags, anti-viral spray

- Clean inside of the cab of the vehicle at the start and end of every day with antibacterial wipes

- Don't forget to clean areas such as the steering wheel, gear selector, handbrake, ventilation controls, radio/sat nav, seat controls, mirrors, seat belt touch points. Any area that can be touched

- If sharing the vehicle remember to clean areas such as the petrol flap and door handles

- Site staff must not wear their site clothes /overalls and or boots in the van to travel to site

GN 9 – Controlling COVID-19 transmission on site (continued)

5. Contractor work off site / or in domestic premises

CONSIDER

- **Clients - do they know what you are going to do?**

- **Do they have any symptoms?**

- **Is there a procedure in place if the client is not adhering to the social distancing rules?**

- **Waste disposal**

- **Cross contamination when working at multiple properties**

- If safe to do so, consider asking your client to ensure any gates or doors are opened before your arrival to reduce the amount of touch points

- On arrival, a brief description of the work to be completed must be given verbally by the contractor with the COVID-19 controls required (consider sending the client this information via email before the visit if possible)

- No physical contact will be made between the contractor or client/customer

- Ensure to keep to the 2-meter distance rule

- Ask the client/customer to ventilate the work area before your arrival

- Ask the client if they or any of their family are showing symptoms of COVID-19

- No other persons to be permitted in the work area whilst works take place

- Welfare provisions must be made available

- Operatives to wash hands thoroughly or use hand sanitizer before works commence

- Any tools and or equipment must be sanitised before and after works

- Surfaces to be sanitised after works to avoid cross contamination and sanitising materials to be taken away and disposed of by the contractor off site

- Be aware of cross contamination if working at multiple properties

6. Essential works

CONSIDER

- **Social distancing**

- **Close working**

- **Skin contact**

- **PPE/RPE**

- All contractors on site must maintain the 2m distance ruling when working, taking rest breaks, and using welfare facilities.

- For work that requires close proximity, follow the guidance set out in BESA GN 2 "Working in Close Proximity a link to the document can be found in the Key sources of industry information and advice section at the end of this document.

- Stairs should be used in preference to lifts where possible.

- Where lifts are utilised, the lift capacity must be kept to an absolute minimum and regular touchpoints including handles, doors, buttons sanitised on a regular basis

- Task specific risk assessments must be submitted by the contractor before the start of any works, together with the contractor's controls in relation to COVID-19

GN 9 – Controlling COVID-19 transmission on site (continued)

7. Personal Protective Equipment and Respiratory Protective Equipments

CONSIDER

- **Contamination**
- **Effectiveness**
- **Staff training**

- Single use personal protective equipment is to be disposed of directly into waste bags provided after use and disposed of in line with COVID-19 contaminated waste

- Personal protective/ respiratory protective equipment must not be shared with other individuals

- Reusable PPE and RPE must be cleaned thoroughly and stored correctly at the end of each shift as per the manufacturer's instructions

- Checks of respiratory equipment must continue as normal and details of the checks logged in the maintenance schedule log provided by the manufacturer

- Any cleaning materials must be disposed of directly into waste bags and disposed of in line with COVID-19 contaminated waste

- Disposable PPE/RPE must not be re-used

- Cleaning products must be made available to essential staff attending site

- Where required, anyone wearing FFP3 RPE must be clean shaven to ensure effectiveness of protection. RPE must cover both the nose and mouth with the straps placed above and below the ear. A fit test must be conducted before each use

- A face fit test is also required (please see the link in the "Key sources of industry information and advice" section to the HSE guidance on face fit testing

8. How to put on and remove RPE safely

CONSIDER

- **Cross-contamination**
- **Disposal**

- Before putting on a mask, clean hands with alcohol-based hand rub or soap and water.

- Cover mouth and nose with mask and make sure there are no gaps between your face and the mask.

- Avoid touching the mask while using it; if you do, clean your hands with alcohol-based hand rub or soap and water.

- To remove the mask: clean hands with alcohol-based hand rub or soap and water.

- Remove it from behind (do not touch the front of mask), discard immediately in a waste bag.

- Clean hands with alcohol-based hand rub or soap and water.

How to deglove

- Grasp the outside of the glove with the opposite gloved hand and peel off

- Hold the removed glove in gloved hand

- Slide the fingers of the un-gloved hand under the remaining glove at the wrist

- Peel the remaining glove off over the first glove and discard in waste bag

- Clean hands with sanitiser or soap and water

All waste PPE/RPE must be disposed of as potential COVID-19 contaminated waste. Store waste in a safe area and dispose of in normal refuse after 72 hrs

GN 9 – Controlling COVID-19 transmission on site (continued)

9. General use of buildings

CONSIDER

- **Transmission of COVID-19**

- **Possible spread**

- **Track and Trace of staff and visitors**

- Consider the spread and transmission of COVID-19 infection through people's hands and surfaces.

- Ensure that when employees use the welfare facilities, they adhere to the 2m exclusion rule

- Consider staggering break times to prevent welfare facilities becoming overcrowded leading to users not being able to adhere to the 2m exclusion rule

- Regular cleaning of all surfaces and facilities

- All operatives to wash hands before and after use of facilities

- Clear rules for use to be in place for both visitors and contractors

- Provision of safety signage to remind of COVID-19 controls

Key sources of information & advice for all guidance notes

GN1 – Use of PPE/RPE in higher risk environments

- www.gov.uk/guidance/social-distancing-in-the-workplace-during-coronavirus-covid-19-sector-guidance#construction
- CLC Site operating Procedures at: https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision
- BSiF Fit2Fit Accredited face fit testers: www.fit2fit.org/

GN2 – Working in close proximity

- www.gov.uk/guidance/social-distancing-in-the-workplace-during-coronavirus-covid-19-sector-guidance#construction
- CLC Site Operating Procedures at: https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision
- For more information on face fit testing RPE: www.hse.gov.uk/respiratory-protective-equipment/fit-testing-basics.htm
- BSiF Fit2Fit Accredited face fit testers: www.fit2fit.org/

GN3 – Work related travel

- *'Working safely during coronavirus (COVID-19) in or from a vehicle:' www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/vehicles
- CLC Site Operating Procedures at: https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision
- (note government and other information and advice may differ in Scotland, Wales, and Northern Ireland)
- Transport for London: https://tfl.gov.uk/campaign/coronavirus-covid-?intcmp=62419

GN4 – Carrying out work in a domestic environment

- *'Working safely during coronavirus (COVID-19) in or from a vehicle:' www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/vehicles
- COVID-19 Advice and guidance: https://www.gassaferegister.co.uk/help-and-advice/covid-19-advice-and-guidance/
- COVID-19: Guidance for tradespeople and working in people's homes: https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/homes
- Coronavirus (COVID-19) what you need to do: https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/homes
- Support for businesses and employers during coronavirus(COVID-19): https://www.gov.uk/coronavirus/business-support
- General guidance for employees during coronavirus (COVID-19): https://www.gov.uk/coronavirus/worker-support

GN5 – Face coverings

- How to wear and make a face covering: https://www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering/how-to-wear-and-make-a-cloth-face-covering
- Construction Leadership Council Site Operating Procedures: https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision
- Scottish Government: https://www.gov.scot/publications/coronavirus-covid-19-construction-sector-guidance/pages/related-guidance/
- Welsh Governement: https://gov.wales/face-coverings-guidance-public
- Transport for London (TFL): Face coverings – Guidance on the use of face coverings on public transport: https://tfl.gov.uk/campaign/face-coverings

Key sources of information & advice for all guidance notes

GN6 – Apprentices

- Construction Leadership Council, Safe Operating Procedures: https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision

- BSiF Fit2Fit Accredited face fit testers: www.fit2fit.org/

- HSE What the law says about young people at work: https://www.hse.gov.uk/youngpeople/law/index.htm

- HSE, Fit testing basics: https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/vehicles

GN7 – Face covering, and Face mask types and protection offered

- HSE Rapid Evidence Review Part 1 & Part 2

- HSE, Use of face masks designated KN95, STSU1-2020: https://www.hse.gov.uk/safetybulletins/use-of-face-masks-designated-kn95.htm

- HSE53 Respiratory protective equipment at work: https://www.hse.gov.uk/pubns/priced/hsg53.pdf

- UK Government – Working safely during cornoavirus: https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19#construction

- CLC SOP: https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision

- BSiF Fit2Fit Accredited face fit testers: www.fit2fit.org/

GN8 – What to do if you have a suspected case of Coronavirus (Covid 19) or a site member has been contacted by NHS Track and Trace at work

- Testing and tracing for coronavirus: https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/

- NHS 11 Online – Check your symptoms: https://111.nhs.uk/covid-19

- NHS inform (Scotland):

  https://www.nhsinform.scot/illnesses-and-conditions/infections-and-poisoning/coronavirus-covid-19

- Coronavirus (COVID-19) what you need to do: https://www.gov.uk/coronavirus

- Support for businesses and employers during coronavirus covid-19: https://www.gov.uk/coronavirus/business-support

- Construction Leadership Council (CLC) Guidance The use of face coverings: https://www.constructionleadershipcouncil.co.uk/news/use-of-face-coverings-in-construction-during-coronavirus-covid-19/

- Working safely during coronavirus (COVID-19): https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19

- General guidance for employees during coronavirus (COVID-19): https://www.gov.uk/coronavirus/worker-support

- Free rapid tests for all businesses for regular workplace testing: https://www.gov.uk/government/news/free-rapid-tests-for-all-businesses-for-regular-workplace-testing

- CLC SOP: https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision

Key sources of information & advice for all guidance notes

GN9 – Controlling Coronavirus (Covid 19) transmission on site

- Government Guidance:
  www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/construction-and-other-outdoor-work
  https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision

- Construction Leadership Council (CLC) Guidance The use of face coverings:
  https://www.constructionleadershipcouncil.co.uk/news/use-of-face-coverings-in-construction-during-coronavirus-covid-19/

- Guide to the General data Protection Regulation (GDPR):
  https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/

- BESA Working in close proximity Guidance Note (GN2)

- HSE Guidance on respiratory protective equipment (RPE) fit testing:
  https://www.hse.gov.uk/pubns/indg479.htm

- HSE53 Respiratory protective equipment at work:
  https://www.hse.gov.uk/pubns/priced/hsg53.pdf

- BSiF Fit2Fit Accredited face fit testers:
  www.fit2fit.org/

- CLC Site operating Procedures at:
  https://www.constructionleadershipcouncil.co.uk/wp-content/uploads/2021/01/Site-Operating-Procedures-Version-7.pdf - current at the times of this revision

General helpful links including Scotland and Wales

- Llywodreath Cymru / Welsh Government:
  https://gov.wales/coronavirus

- NHS 11 Wales:
  https://111.wales.nhs.uk/SelfAssessments/symptomcheckers/COVID19.aspx

- Scottish Government:
  www.gov.scot/publications/coronavirus-covid-19-construction-sector-guidance/pages/related-guidance/

- See also for Wales:
  https://gov.wales/taking-all-reasonable-measures-maintain-physical-distancing-workplace

Important note:
These guidance notes have been drawn up by the BESA and ECA to help contractors working in the engineering services sector and includes guidance from PHE, UK Government, Construction Leadership Council and other reliable sources, to meet the requirements of work where there is elevated risk of viral spread where the activity is essential and unavoidable.

These documents provide guidance only – it must be adapted as necessary to fit the prevailing site and other circumstances and based on a suitable and sufficient risk assessment. The BESA and ECA provide further supporting information for respective Members on conducting suitable and sufficient risk assessments.

We would like to acknowledge the support of the BESA/ECA COVID-19 Panel in the production of this guidance, and the input of practitioner ECA and BESA members.

Comments on this guidance are welcome, and should be directed to either:
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