

MEMO

Ref: 020
Date: 24th September 2020
To: All Office staff, Operations Managers and Contracts Managers
From: Aidan Clarke
Subject: **COVID-19 Update**

Latest Government announcement on Coronavirus restrictions – what that means for Carnell

On Tuesday we heard from the Government that additional measures were being introduced across England in a bid to reduce the rate at which the virus was currently spreading, particularly ahead of the winter period. From our business perspective, the measures being put in place from today do not take us back to the extent of the lockdown imposed in March.

The essential nature of the services we provide mean that we need to continue as we have been doing, from offices, sites or out on the network. The safety of all our teams is paramount and where people are needed to work in those locations, we have measures in place so that work can be done in a safe and COVID-19 secure manner, which remains in line with the Government's latest guidance.

Where we have people who have been working effectively from home and without any detriment to the business performance then they will continue to do this.

For anyone working at home, there may still be a need to come into offices – whether that's to support business response to incidents; to collaborate with others, where this isn't possible through a virtual channel; to overcome technical issues or problems which impact their ability to perform their work; for coaching and other support; and if employees flag they would prefer to work in the office for their own health and wellbeing perspective.

Other measures

The new measures, brought in from today, do not re-introduce the general requirement for shielding and any specific guidance would be covered in local restrictions. The 'Rule of Six' is still in force, with increases in fines for breaches of it. Workplaces are exempt from that, however, it does apply in social situations in workplaces.

In many of the local authorities in the North West, there are additional restrictions over and above the Rule of Six which prohibit mixing of households socially. Here's a reminder of those specific restrictions:

Timely reminders

What should we all continue to do

- **HANDS** - Wash your hands regularly and for at least 20 seconds.
- **FACE** - Cover your face in enclosed spaces, especially where social distancing may be difficult and where you will come into contact with people you do not normally meet.
- **SPACE** - Stay 2 metres apart where possible, or 1 metre with extra precautions in place.

The symptoms of coronavirus

- A high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature).
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual).
- A loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.