



Coronavirus (COVID-19) Business Plan

We wanted to reassure you that Engineered Systems (Electrical) Ltd will strive to operate as close to normal as possible during the early stages of the Corona Virus Pandemic.

This situation is fluid and we fully intend to follow the UK Government advice / guidance that is given in conjunction with the department of Health & Social Care and Public Health England



Engineered Systems (Electrical) Ltd are closely monitoring the Coronavirus (COVID-19) situation and the safety of our employees, customers, suppliers and visitors is paramount and remains our number one priority.

Guidance on how to avoid catching or spreading coronavirus (COVID-19)

Do

- ✓ Wash your hands with soap and water often - do this for at least 20 seconds.
- ✓ Always wash your hands when you get home or into work.
- ✓ Use hand sanitiser gel if soap and water are not available.
- ✓ Cover your mouth and nose with a tissue or your sleeve (not your hands) if you cough or sneeze.
- ✓ Put used tissues in the bin straight away and wash your hands afterwards.
- ✓ Try to avoid close contact with people who are unwell.

Don't

- ✗ **Do not** touch your eyes, nose or mouth if your hands are not clean.

HAND CLEANING TECHNIQUES

How to handrub? WITH ALCOHOL HANDRUB

WITH ALCOHOL HANDRUB



Apply a small amount (about 3ml) of the product in a cupped hand, covering all surfaces



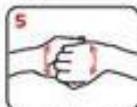
Rub hands palm to palm



Rub back of each hand with the palm of other hand with fingers interlaced



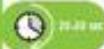
Rub palm to palm with fingers interlaced



Rub with backs of fingers to opposing palms with fingers interlocked



Once dry, your hands are safe



How to handwash? WITH SOAP AND WATER

WITH SOAP AND WATER



Wet hands with water



Apply enough soap to cover all hand surfaces



Rub each thumb clasped in opposite hand using rotational movement



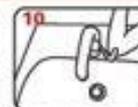
Rub tips of fingers in opposite palms in a circular motion



Rub each wrist with opposite hand



Rinse hands with water



Use elbow to turn off tap



Dry thoroughly with a single-use towel



Your hands are now safe



Advice we are following, and measures being taken:

- If you have symptoms of COVID-19 infection (new continuous cough and/or high temperature), however mild, do not leave your home for 7 days from when your symptoms started.
- This action will help protect others in your community while you are infectious.
- Plan ahead and ask others for help to ensure that you can successfully stay at home.
- Ask your employer, friends and family to help you get the things you need to stay at home.
- Stay at least 2 metres (about 3 steps) away from other people in your home if possible.
- Wash your hands regularly for 20 seconds, each time using soap and water.
- Stay away from vulnerable individuals, such as the elderly and those with underlying health conditions, as much as possible.
- Temperature Monitoring of staff and visitors.
- Working from home where possible.
- Government advice and guidance posted on all notice boards.
- Good communications between all facets of the business chain.
- You do not need to call NHS 111 to go into self-isolation. If your symptoms worsen during home isolation or are no better after 7 days, contact NHS 111 online. If you have no internet access, call NHS 111. For a medical emergency call 999.

For Government advice please visit:

<https://www.gov.uk/guidance/coronavirus-covid-19-information-for-the-public>

For NHS advice please visit:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

For FSB advice and resources for small businesses please visit:

<https://www.fsb.org.uk/resources-page/advice-to-small-businesses-and-fsb-members-about-the-novel-coronavirus-covid-19.html>

Engineered Systems (Electrical) Ltd Pandemic Planning Health & Safety Policy

<https://eselimited.co.uk/>



Engineered Systems (Electrical) Ltd.

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