

# COVID-19 Snap Shot Policy for Employers and Workers

## Introduction

We are all confronted with a situation that was unimaginable over the past year. The COVID-19 pandemic has impacted severely on every part of our society and our economy. In the face of this, the biggest challenge we have encountered in decades, Irish people have almost universally stepped up to the plate and adhered to the strict guidelines put in place by the Government, following the advice of the National Public Health Emergency Response Team (NPHE).

The attached Return to Work Safely Protocol, is the result of a collaborative effort by the Health and Safety Authority (HSA), the Health Services Executive (HSE) and the Department of Health. It is designed to support employers and workers to put measures in place that will prevent the spread of COVID-19 in the workplace, when the economy begins to slowly open up, following the continuing temporary closure of businesses and industry sectors during the worst phase of the current pandemic.

The protocol incorporates current advice about measures to reduce the spread of COVID-19 in the community issued by the National Public Health Emergency Team (NPHE). As the advice issued by NPHE continues to evolve, this protocol and the measures employers and workers need to address may also change. Therefore, it should be noted that the attached details are non-exhaustive and are also subject to change. This Protocol is a general document applicable to all industry sectors. It is not designed to prohibit the introduction of further specific measures in particular sectors or workplaces, as long as they enhance the measures set out in the Protocol. In addition, further supports for employers and workers will be developed and provided where appropriate.

## Working together to suppress COVID-19 in the workplace

Strong communication and a shared collaborative approach between employers and workers is key to protecting against the spread of COVID-19 in the workplace. It is also essential to achieve success and maximum buy-in. Employers and workers will have regular engagement about COVID-19 and preventative measures in the workplace. Information and guidance should be provided by employers to workers, which should include the signs and symptoms of COVID-19, how it spreads, cleaning routines and waste disposal as well as advice on

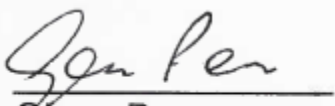
- Hand washing
- Respiratory hygiene
- Physical distancing
- Use of Personal Protection Equipment (PPE)
- Work equipment where relevant.

Adherence to this protocol will only be achieved if employers and workers have a shared responsibility to implement the measures contained in this protocol in their place of work. A collaborative approach to the implementation of the protocol is essential to achieve success and maximum buy-in.

The Bolt Company has appointed one lead worker representative charged with ensuring that COVID-19 measures are strictly adhered to in their place of work. The person undertaking the role must receive the necessary training and have a structured framework.

TBC will provide a COVID-19 induction training for all workers. TBC and worker representatives will work together to ensure that all the actions in any covid protocol are fully adhered to in order to ensure the suppression of COVID-19 in the workplace.

Signed



Glenn Power  
Managing Director  
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