

## Employer COVID-19 Policy

This COVID-19 policy outlines our commitment as an employer to implement the plan and help prevent the spread of the virus. This policy will be signed by the Company's Chairperson of the Board of Director's along with the Company's CEO/Manager and will be made available to all staff and service user.

### COVID-19 POLICY STATEMENT

\_\_\_\_\_ is committed to providing a safe and healthy workplace for all workers and customers. To ensure we have developed and follow a safety plan.

We will:

- Continue to monitor our response to our COVID-19 response plan and amend when necessary.
- Provide up to date information to all staff on Public Health Advice issued by the HSE & Gov.ie
- Display information on the signs and symptoms of COVID-19 and correct hand-washing techniques
- Inform all staff of essential hygiene & respiratory etiquette and physical distancing requirements.
- Adapt the workplace to facilitate social/physical distancing.
- Keep a contact log to help with contact tracing
- Facilitate an induction for all staff about safety plan.
- Develop a procedure to be followed in the event of someone showing symptoms of covid-19 while in the workplace.
- Provide instructions for all staff to follow in the event of developing Covid-19 symptoms while in workplace.
- Outline cleaning procedures within the workplace.
- All staff will be consulted with on an ongoing basis and feedback is encouraged on any concerns .

It may be helpful to assign a contact person for feedback to be given to.

Create a signature for Chairperson & Company CEO/Manager

