



Ardula Group Covid-19 Hierarchy of Control Measures

Eliminate

- Unwell workers with symptoms should not travel to or attend the workplace
- Rearrange tasks to enable them to be done by one person, or by maintaining social distancing measures (2m)
- Avoid skin to skin and face to face contact
- Stairs to be used in preference to lifts or hoists, consider one-way systems
- Consider alternative or additional mechanical aids to reduce site meetings
- Only absolutely necessary meeting participants should attend
- Attendees should be at least two metres apart from each other
- Rooms should be well ventilated / windows opened to allow in fresh air
- Consider holding meetings in open areas where possible

Reduce

Where the social distancing measures (2 metres) cannot be applied:

- Minimise frequency and time workers are within 2 metres of each other
- Minimise the number of workers involved in these tasks
- Workers should work side by side, or facing away from each other, rather than face to face
- Regularly clean common touchpoints, doors, buttons, handles, vehicle cabs, tools, equipment etc.
- Increase ventilation in enclosed spaces
- Workers should wash their hands before and after using any equipment

Isolate

Keep groups of workers that have to work within 2m:

- Together in teams e.g. do not change workers within teams
- As small as possible
- Away from other workers where possible

Control

Where face to face working is essential to carry out a task when working within 2m:

- Keep this to 15 minutes or less where possible
- Consider introducing an enhanced authorisation process for these activities
- Provide additional supervision to monitor and manage compliance

PPE

- Sites should not use RPE for Coronavirus where 2m distancing guidelines are met
- Where not possible to maintain a 2m distance, each activity must be risk assessed using the hierarchy of controls and against any sector-specific guidance, mindful that masks (RPE) are the last resort
- Re-usable PPE should be thoroughly cleaned after use and not shared
- Single-use PPE should be disposed of so that it cannot be reused
- Where personnel are required to work in specific environments (e.g. where persons are shielding, with symptoms, or confirmed Coronavirus cases may be present e.g. healthcare or in a home environment) additional PPE should be considered specific to the Coronavirus risk

Behaviours

The measures necessary to minimise the risk of spread of infection rely on everyone in the industry taking responsibility for their actions and behaviours.

Encourage an open and collaborative approach between workers and employers on site where any issues can be openly discussed and addressed