

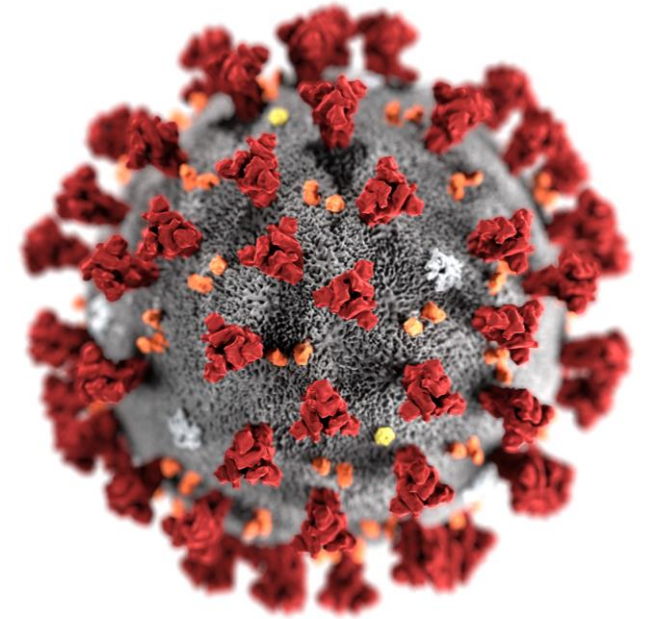
COVID-19 Toolbox

Lendlease Engineering



WHAT IS COVID-19?

- COVID-19 is a newly discovered virus that can cause severe respiratory illnesses.
- It is spread through contaminated droplets by coughing or sneezing, or by contact with contaminated hands, surfaces or objects.
- Exposure and incubation of the virus is expected to be between 1 to 14 days,
- For this reason, people are required to self-isolate for 14 days if you have had contact with a confirmed or suspected case.





WHAT ARE THE SYMPTOMS?



FEVER



COUGH



SORE
THROAT



SHORTNESS
OF BREATH



What can you do to protect your team and yourself?

- Maintain social distancing, 1.5 metre rule
- Frequently wash hands
- Use provided masks, hand sanitizer
- Declare to management if you experience symptoms or if you believe a co-worker is showing signs of COVID-19





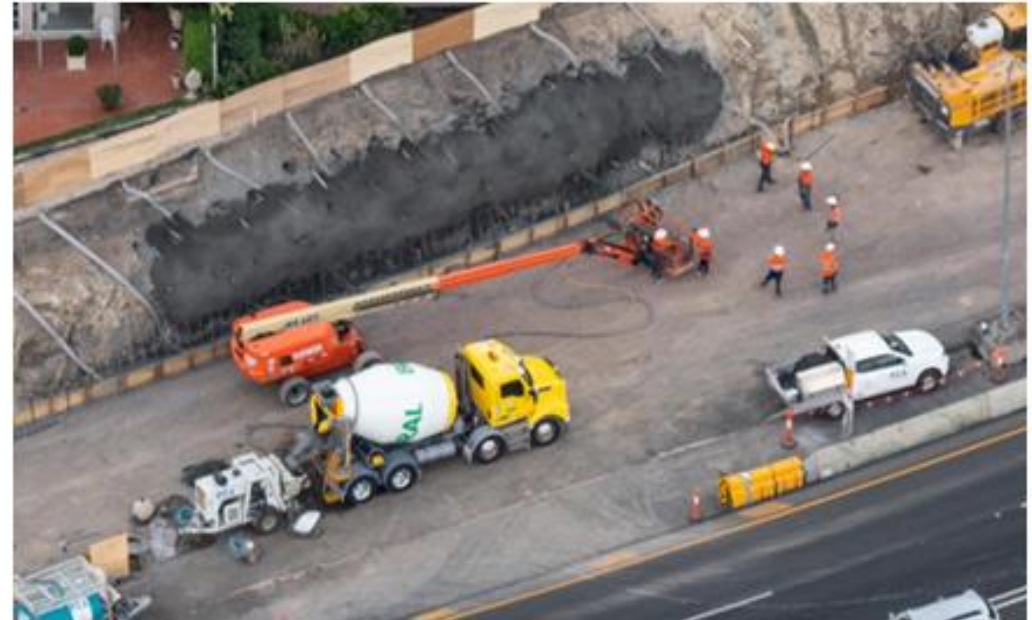
INTERSTATE TRAVEL:

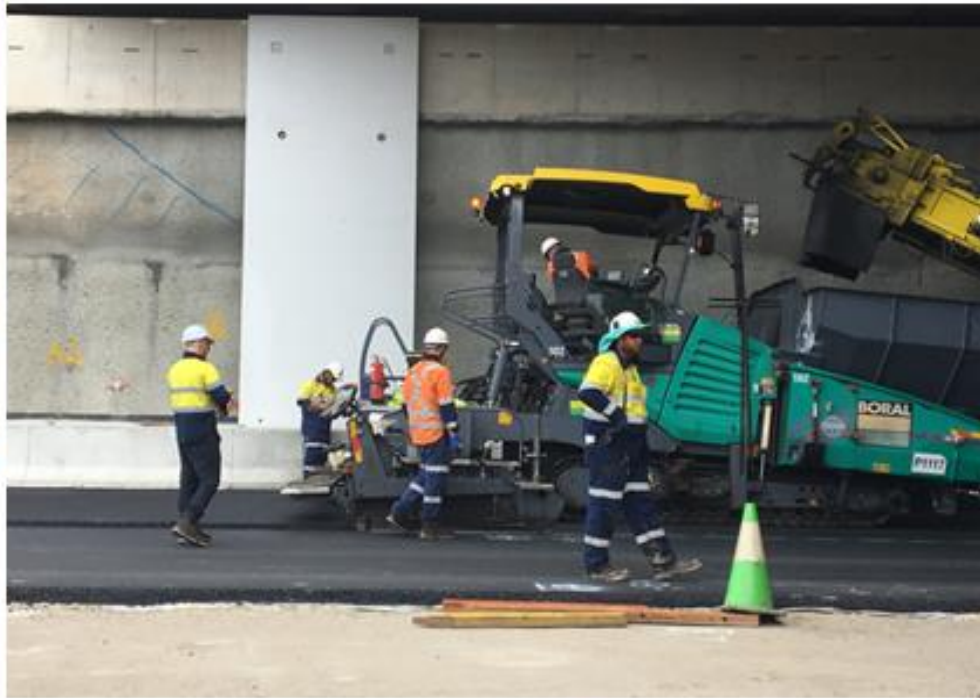
Interstate travel is strongly discouraged during this time.

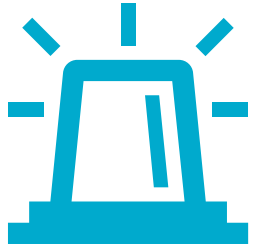
If you are travelling interstate for essential work, beware of state travel restrictions and ensure the travel is approved with management.



SOCIAL DISTANCING ON SITE







IF YOU EXPERIENCE SYMPTOMS OR YOU NOTICE A CO-WORKER HAS SYMPTOMS:

Inform your Project Director or Line Manager immediately

- Follow their direction and advice
- **If you are at work** > maintain distance from others while management advise of next steps
- **If you are at home** > remain isolated, follow direction from health authorities, remain at home until you receive medical clearance to return to work

Suspected or confirmed case of COVID-19 at work

If the suspected or confirmed case of COVID-19 is at work:



1. INFORM

Ring your Project Director or Line Manager and follow their immediate advice.



2. ISOLATE

Isolate the person from others and provide a disposable surgical mask, if available, for the person to wear.



3. TRANSPORT

Ensure the person has transport to their home or to a medical facility.



4. CLEAN

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Use PPE when cleaning.



5. IDENTIFY

Identify who had close contact with the person in the last 24 hours and send them home to isolate. Allow employees to raise concerns.



6. CLEAN

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Use PPE when cleaning.



7. REVIEW

Review risk management controls relating to COVID-19 and review whether work may need to change. Keep employees up-to-date on what is happening.

If the suspected or confirmed case of COVID-19 is not at work when diagnosed:



1. INFORM

Ring your Project Director or Line Manager and follow their immediate advice.



2. IDENTIFY

Identify who had close contact with the person in the last 24 hours and send them home to isolate. Allow employees to raise concerns.



3. CLEAN

Clean the area where the person was working and all places they have been. This may mean evacuating those areas. Use PPE when cleaning.



4. REVIEW

Review risk management controls relating to COVID-19 and review whether work may need to change. Keep employees up-to-date on what is happening.

IMMEDIATE - Contact within 30 minutes

1. Project Director / Project Manager - Responsible for managing and coordinating site activities.

Suspected or confirmed case of COVID-19 at work



1. INFORM

Ring your Project Director or Line Manager and follow their immediate advice.



2. ISOLATE

Isolate the person from others and provide a disposable surgical mask, if available, for the person to wear.

IMMEDIATE - Contact within 30 minutes

If the suspected or confirmed case of COVID-19 is at work, immediately contact:

Name:

Contact:

Role:



Social Distancing

For the safety of that of your co-workers, it is important to maintain strict Social Distancing at all times on site:

- **Maintain distance greater than 1.5 metres between individuals**
- **Ensure site tasks have planned separation methods**
- **Advise supervisor if activity cannot be performed with Social Distancing**



A Confirmed Case on your site

For the safety of your co-workers and yourself, ensure you are not in close contact with any other co-workers on site:

- **Close contact is:**
 - More than 15 minutes of face-to-face contact or;
 - More than 2 hours shared in a closed space, such as a lunch or meeting room
- **If you become aware that you have been in close contact with a confirmed case you will need to self isolate for 14 days**



MORE INFORMATION:

- National Coronavirus Health Information Line:
1800 020 080
- Health direct Helpline: **1800 022 222**
- Translating and interpreting service (TIS National):
131 450 or www.tisnational.gov.au
- NSW Health Website:
www.health.nsw.gov.au/coronavirus and
www.health.nsw.gov.au/infectious/alerts/pages/coronavirus-faqs.aspx
- Australian Government Department of Health website:
www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert
- Smart traveller: www.smarttraveller.gov.au