

# **CORONAVIRUS (COVID-19)**

## **ADVICE AND REQUIREMENTS**

As a result of the recent outbreak of the Coronavirus, JWS is establishing precautionary measures to protect the well-being of our employees, customers and community respectively.

JWS want to reassure all our clients and customers with regards to the arrangements JWS have in place during the current crisis. JWS will continue to strike a balance of business as usual whilst protecting our staff and customers and have put a number of control measures and procedures in place.

All employees, third parties, visitors and contractors when entering the JWS site must disinfect their hands before entering. Alcoholic hand sanitiser stations have been located at every entry point to the JWS site including the weighbridge, and all personal entering the premises must use the hand sanitiser stations before they enter the site.

All JWS drivers and staff have been issued with alcoholic hand gel and must use this each time they enter JWS, or after making contact with any other person outside of the JWS Premises.

Any JWS employees that have travelled to a high-risk area, are required to self-isolate for two weeks on return to protect employees and customers by limiting the potential spread of the disease.

JWS has initiated its Crisis Management plan which involves daily meetings with Senior Management to discuss the progressing situation and to ensure that measures are being implemented to ensure business continuity throughout this crisis.

During this time and in review of Government guidance, JWS has cancelled all external meetings organised at the JWS premises and reduced the numbers of third parties entering site. Additionally, JWS has stopped the use of signature requirements on tickets to reduce the risk of contamination. Printed names on tickets will act as authorisation and where possible images taken of site to confirm the service has been completed.

A segregation of Staff and Departments within the premises has been initiated to ensure cross contamination between departments is limited and have resources and procedures in place to support remote working for employees to ensure services and customer relations continue as normal. Testing will commence this week with a view to introduce working from home.

During this time JWS continue to communicate frequently with service providers, disposal outlets and offtake partners.

Due to the fluid nature of the crisis at hand, JWS will continue to initiate controls to reduce the risk of Coronavirus across the business on a day to day basis as the situation changes and develops to protect our employees and customers from harm.



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Company Registration Number: 1721300

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## **ADVICE AND REQUIREMENTS**

### **WHAT IS CORONAVIRUS (COVID-19)**

A coronavirus is a type of virus. As a group, coronaviruses are common across the world. Typical symptoms of coronavirus include fever and a cough that may progress to a severe pneumonia causing shortness of breath and breathing difficulties.



**Wash hands frequently** with soap and water or use a sanitiser gel



Catch coughs and sneezes with **disposable tissues**



**Throw away used tissues** (then wash hands)



If you don't have a tissue **use your sleeve**



**Avoid touching your eyes, nose and mouth with unwashed hands**



**Avoid close contact with people who are unwell**

Generally, coronavirus can cause more severe symptoms in people with weakened immune systems, older people, and those with long-term conditions like diabetes, cancer and chronic lung disease.

### **PREVENTION**

There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to this virus. However, as a reminder, CDC (Centres for Disease Control and Prevention) always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Stay home when you are sick.



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- Cover your cough or sneeze with a tissue, then throw the tissue in the bin.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of facemasks is also crucial for health workers and people who are taking care of someone in close settings (at home or in a health care facility).
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.

## **SYMPTOMS**


The symptoms of coronavirus are:

- a cough
- a high temperature
- shortness of breath


But these symptoms do not necessarily mean you have the illness. The symptoms are similar to other illnesses that are much more common, such as cold and flu.

### What are the symptoms?


People who have been diagnosed with novel coronavirus have reported symptoms that may appear in as few as two days or as long as 14 days after exposure to the virus:



Fever



Cough



Difficulty breathing

## **ACT**

If you experience any of the symptoms and you have been to a high-risk area, or you have had contact with another person that has visited a high-risk area, self-isolate and call 111. NHS 111 has an online coronavirus service that can tell you if you need medical help and advise you what to do

**Do not go to a GP surgery, pharmacy or hospital. Call 111 if you need to speak to someone**



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