

What happens if an employee is either diagnosed with COVID-19 or comes into contact with another employee who has been diagnosed with COVID-19?

Your employee will evaluate the risk

- If the risk is low, then the worker can continue working – but using a mask and the employer must monitor the employee's symptoms for 10 days from first contact.
- If the risk is high, then the employee/s must go into quarantine for 10 days (which would be considered as sick leave) and for health worker, quarantine for 7 days.
- Where an employee has been diagnosed with COVID-19, the employer must inform the relevant government departments and investigate how the exposure happened and then consider either closing the work area or decontaminate the area following consultation with health and safety representatives and then finally, provide support if any contact tracing is necessary.

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BEHAVIOURAL CHANGE IN THE WORKPLACE

Health and Safety
Participant Manual

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INTRODUCTION

In order to minimize the transmission of COVID-19 in workplaces employers have had to implement certain health and safety measures to ensure a safe working environment for employees, customers and any other persons accessing the workplace. Plus employees also need to cooperate and take responsibility for their behaviour and comply with measures implemented.

1 OCCUPATIONAL HEALTH AND SAFETY

Understanding the Occupational Health and Safety Act

This governs health and safety in workplaces and it sets out the rights and responsibilities of both employers and employees in keeping workplaces safe. Employers are responsible for ensuring the safety of their staff, their work place and their equipment. They must also provide information, training, supervision and communicate clearly with their staff.

Employers will consult with health and safety representatives, and health and safety committee or employee representatives when conducting risk assessments to ensure the workplace is safe.

A workplace that is safe, benefits both employer and employee as it should reduce injuries and incidents in the workplace and create an environment that you feel safe and are able to work with dignity and within the law.

You – as an employee - also have certain rights and duties such as to take reasonable care for yourself and other people who may be affected by your actions. You need to co-operate with your employer, abide by any lawful instructions given, and follow your employers health and safety rules and procedures.

NB. Be sure to report any situation which is unsafe or unhealthy!

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HEALTH AND SAFETY DURING COVID-19

Q's	A's	
What is COVID-19?	COVID-19 is the infectious disease caused by the corona virus, SARS-CoV-2, which is a respiratory pathogen.	
How is it transmitted?	The virus spreads mainly through droplets of saliva or discharge from the nose when an infected person coughs or sneezes.	
Who can contract COVID-19?	Any person (older and younger, from any race, culture or religion) can be infected by COVID-19.	
What should I do to protect others and myself?	<ul style="list-style-type: none"> Wear a mask when around other people and you are in public; making sure, your nose and mouth are fully covered. Keep a distance of 1.5m between yourself and others. Wash your hands frequently with water and soap or use hand sanitiser (with at least 70% alcohol). Use cough etiquette (use a tissue or bent elbow while coughing) 	 
Staying safe while travelling to and from work.	<p>Linked to the above of trying to keep yourself and others safe, it is important to remember the following:</p> <ul style="list-style-type: none"> When queuing for any public transport keep a safe distance from other people. Make sure you are wearing your mask and you sanitise your hands before you enter a taxi, bus, train or any public transportation. Have the correct fare so you keep cash exchange to a minimum. Where possible take a bus, train or taxi that is complying with the health and safety protocols and regulations. Make sure you keep the windows open or that you request assistance for ventilation to be provided from the driver/marshal. Inform the driver/marshal if a passenger is not wearing a mask. If you have wet-wipes, then wipe the surfaces you will be touching. Sanitise your hands after exiting public transport. 	   
Are there persons who are considered to be higher risk than others?	Yes, those who are 60 years and older, or those of any age and have underlying chronic medical condition, including people with chronic lung disease: moderate to severe asthma, active TB and post-tuberculous lung disease (PTLD), diabetes (poorly controlled) or with late complications, serious heart conditions: heart failure, coronary artery disease, chronic kidney disease undergoing dialysis; severe obesity (body mass index [BMI] of 40 or higher.	 
What are the symptoms I should take note of?	Sore throat, dry cough, loss of taste or smell, shortness of breath, redness of eyes, vomiting, headaches. Body aches, fever, fatigue, weakness or tiredness and diarrhea.	
Can COVID -19 be transmitted in the workplace?	Yes, because COVID-19 spreads primarily through respiratory droplets or contact with contaminated surfaces. Exposure can occur at the workplace, while travelling, in a community, at gatherings.	