

COVID 19 awareness programme for Harp staff

This COVID 19 awareness information sheet is given to all employees of Allfirst Ltd. Given the nature of your employment it is not possible for you to work from home during this COVID 19 outbreak .We have taken all relevant measures to ensure your health and safety and your general wellbeing .All our COVID19 measures we have put in place are to minimise the risk of you contracting the virus from work colleagues or customers

The measures we are taking are as follows:-

Social distancing: we have arranged the Harp to ensure so far as possible that all persons follow the guidelines whether staying 2 meters apart ,following the one way system ,only one person in the toilet facilities at any one time

Personal protective equipment: we have ensured that we have sufficient PPE, for all staff members, please use it at all times.

Hand sanitizer locations: all entrances of the Harp have a hand sanitizer at them as well as each room in the main building

1. All customers, on entering the main doors must sanitize, and refusal will mean not access to the main building
2. Behind the till areas, all personal sanitizers must be used after all transactions
3. The kitchen area has sanitizers at all entrances and exits and all employees must wash their hands thoroughly as per the guidelines
4. All toilets, including the staff areas have a sanitizer, and must be used after the faculties have been used.

Cleaning in the workplace:

All bar/ kitchen surfaces, till screens, card machine, door handles, as well as any other surfaces should be cleaned with the appropriate advised cleaner, as frequently as possible during opening times.

You owe a duty of care to your fellow employee's health and safety, as well as the customers, therefore it is your responsibility to take the following measures.

Washing your hands for 20 seconds or more, frequently during your shifts as well as using the hand sanitizer provided.

Avoid touching your eyes, nose or mouth with your hands

Cover your cough or sneeze with a tissue, through away the tissue and wash your hands

Should you or a member of your household develop any COVID 19 symptoms, please self-isolate, in line with government guidelines

If you have any concerns or suggestions regarding your return to work or your situation in work please advise me of them immediately

Please stay safe and follow this COVID 19 awareness program at all times

