

## COVID-19 Update for UK Employees | 17/05/2021

### Guidance for on-site meetings

With the next phase of the lifting of the lockdown measures, there can be a temptation to think things have returned to normal; however, we still need to maintain our guard if we are to look after ourselves and each other, especially with the news of further COVID variants. **This is particularly relevant to visitors to our operational sites, where an increase in numbers has been reported in recent days, some unannounced, despite the government’s advice to minimise travel and to continue to work from home if you can.** With this in mind, everyone is asked to note the following guidance before arranging any site visits:

#### DO:

- Consider whether your visit is really necessary
- Confirm with the site management it is ok to visit
- Limit the number of people attending, most sites will not have the facilities to host more than 2 or 3 people
- Participate in the twice weekly lateral flow testing programme
- Check in via the NHS COVID-19 App on arrival
- Adhere to the site COVID requirements, CEMEX Protocols and the Four Key Behaviours that Save Lives
- Maintain the mask and move policy
- Meet outside where possible, where it is essential to meet indoors, observe maximum occupancy limits and ensure good ventilation...where possible, open the windows!
  - As a rough guide a meeting room for the maximum of 6 people needs to be over 60m<sup>2</sup> to comply with CEMEX guidelines, e.g. larger than 12m x 5m
- Limit your time on site
- Sanitise any works areas before and after use and ensure they are left tidy

#### DON'T:

- assume it's ok to visit and turn up unannounced
- hot desk
- relax the requirements for hands, face, space, fresh air...maintain 2 metres physical distancing and sanitise hands regularly
- assume others will clean up and sanitise work areas after you



**BEHAVIOURS THAT SAVE LIVES**

### Meeting for COVID Coordinators with Global H&S Team

All of the UK's COVID coordinators have been invited to a meeting with other COVID coordinators from across the region and the Global H&S team to talk through some of the key features of the COVID Coordinators Hub, discuss the key activities in the role and ask any questions related to the coordinator activities.

The meeting takes place at 1pm on Thursday 27<sup>th</sup> May. Please attend if you are able to do so. You should have received an invitation from Miguel Lara Gomez – if you haven't contact the H&S team and they will be able to forward on to you.

### Employee Assistance Programme

Free, confidential support and counselling available for all employees

If you're worried about a work, family or personal issue then the Employee Assistance Programme can help, 24/7.

Support with everything from consumer rights to bereavement, depression & anxiety to childcare.

Visit [www.lifestyle-support.co.uk](http://www.lifestyle-support.co.uk) (username: cemex / password: cemex) or call 0808 1682143

