(business logo)

### Working Together against COVID-19

Version 2, 24th March 2020

\_\_\_\_\_(business name)\_\_\_\_\_\_\_ is classified as an essential business as all food and beverage producers and processors, and their supply chains, are deemed to be essential services.

As an employee of an essential service, I \_\_\_\_\_\_\_\_\_\_\_\_(name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ understand that I, with the assistance of my employer, must follow government guidelines to minimise the risk of spreading the virus.

**In order to minimise the risks of spreading the virus, I agree that:**

* I understand the government regulations around social distancing and will maintain social distance at home, on the way to and from work and while on breaks.
* I understand the government regulations around staying at home and will obey these rules outside of work hours.
* I will follow my employer’s and the government’s advice and maintain strict personal hygiene practices.
* I have been shown the location of face masks and disposable gloves in the workplace, and will use these if I start to feel unwell.
* I will notify my employer and follow the incident reporting system if I start to feel unwell.
* I understand that I must maintain a 2 m distance from other staff members.
* I understand that I must follow my employers guidance on break times in order to reduce contact with other staff.
* I understand that if I am over 70 or at heightened risk of infection, I must identify and isolate myself.
* My employer will endeavour to support me to meet the government requirements and to reduce the risk of spreading COVID-19.

Signed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer