

HOW TO SUPPORT PROFESSIONAL DISTANCING IN THE WORKPLACE

We are here to help your business, whenever you are ready to come back to the workplace.

We are implementing steps to support 'Professional Distancing' and to create a safer environment.

The centre team have

- Marked out '2 meter spacing' recommendation, this is in common areas and walk ways
- Provided guidance on this within your workspace
 - good rule of thumb is to use every other seat
- Where we have space - you can use this for free*

To support stopping the spread of the virus, on entry and exit we will ask you to sanitise your hands. In your workspace we ask you to use the materials to clean as you go. And of course Orega will continue to deliver the full daily cleaning routines and standards to all areas.



SMALL TOUCHES - BIG IMPACT

Common touch areas

- Removed touchscreens, customer feedback points and complimentary sweets and biscuits

Refreshments, re-organised kitchen for even faster flow, individual refreshments and hospitality water available to reduce waiting times

Improving awareness

- Asking everyone to sanitise hands on entry and exit of centre
- Screens installed in reception
- 'I was last cleaned' signage
- Risk assessments
- Hand Washing reminders

Providing essential products

- Sanitiser in main entrance
- Tissues and paper towels
- Cleaning products suitable for your use
- Gloves available
- Masks for our teams

*additional space will be allocated on a rotational basis. Should you require additional space everyday, please talk to your Centre Manager.

HELP US BE SAFE NOT SORRY

Supporting Professional Distancing for your colleagues and visitors

We all want to get back to business as usual, however, this could still be sometime away and require some adaptation to old routines.














This could include, varying travel times to work to miss traditional peaks and still keeping two meters apart.

Please review Covid-19 Secure guidance to understand your actions. Orega will share risks assessments with you.

Orega are here to help, we can support set up of offices and where we have vacant space and meeting rooms, we will make these available free of charge to you (booking required).

We are here to help...just two meters away. Orega Teams will continue with a mix of home working and Team A and B rotations.

THOUGHTS ON BEATING THIS TOGETHER

-  Review and implement Covid-19 Secure
-  If you are unwell please stay at home – follow government guidelines
-  If a member of your household is unwell – follow government guidelines
-  Report any suspected CV-19 symptoms to your employer and the centre team
-  Respect the two meter spacing
-  Respect the clockwise rotation
-  Sanitise your hands on entry and exit
-  Wash your hands regularly
-  Use tissues to stop the spread of germs
-  Clean as you go, before and after use in common and private space
-  Restrict personal deliveries
-  Refreshments waiting time - be patient
-  Be Kind – we are all in this together

