STOP THE PANDEMIC

EU guidance on COVID-19 – BACK TO THE WORKPLACE

Virtual Focal Point meeting

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Available resources

- **COVID-19: Guidance for the workplace**

- **COVID-19: Back to the workplace - Adapting workplaces and protecting workers – OSH wiki article, includes links sectoral guidance from many countries**

- **Dedicated web section https://osha.europa.eu/en/themes/covid-19-resources-workplace**

- **Awareness-raising video "Napo in…stop the pandemic"** https://youtu.be/x9NOUr0ItNA

- **Powerpoint presentation by the EU Commission**

- **Resources from EU and international organisations**

    European Commission: webpage on Covid-19
    European Commission: data portal for researchers
    European Centre for Disease Prevention and Control (ECDC)
    International Labour Organization (ILO)
    World Health Organization (WHO)

Napo in… Stop the pandemic

Covid-19 – Back to the workplace

- **Applicable legislation: Biological agents Directive**

- **Update of risk assessment and taking appropriate measures!**
  - Considering all risks, including mental health

- **Hierarchy of control measures**
  - **Technical measures:**
    - Reorganising work processes
    - Reducing physical contact between workers
    - Barrier between workers
  - **Organisational measures:**
    - Avoiding excessive workload
    - Carrying out only essential work
    - Eliminating or limiting, physical interaction with/between customers
    - Delivering goods through pick-up or delivery outside the premises
    - If close contact is unavoidable, keeping it to less than 15 minutes
    - Policies for flexible leave and remote working
    - Encouraging individual rather than collective transport, e.g. car parking or place for storing bicycles securely, encouraging workers to walk to work.

Minimising exposure to COVID-19 at work
Put in place control measures. Here are some examples:

Carry out only essential work for the time being | Reduce as far as possible physical contact between workers | Provide all necessary Personal Protective Equipment (PPE) | Supply soap and water or appropriate hand sanitiser | Put in place policies on flexible leave and remote working

EU GUIDANCE
COVID-19: BACK TO THE WORKPLACE

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Covid-19 – Back to the workplace

Prevention

Wash your hands well and often to avoid contamination

Cover your mouth and nose with a tissue or sleeve when coughing or sneezing and discard used tissue

Avoid touching eyes, nose, or mouth with unwashed hands

Clean and disinfect frequently touched objects and surfaces

- **Hygiene measures:**
  - Washing facilities, soap, alcohol rubs, paper towels
  - Procedures for waste – waste bins
  - Cleaning premises (counters, door handles, tools)
  - Organising meal breaks to reduce the number of people sharing a cafeteria, staff room, or kitchen.
  - Ensuring there is only one worker at a time in bathrooms and changing rooms
  - Staying home when sick, cough and sneeze etiquette
  - Hand hygiene at the entrance to the workplace and in other areas

- **Personal protective measures**
  - PPE are a last measure!
  - Providing appropriate PPE, surgical masks are not PPE
  - PPE free of charge
  - Consider provider information and applicable standards
  - PPE often cause additional physical load – breaks!
  - Replacement and storage of PPE and work clothing

➢ **Making use of occupational health service and health and safety advisor!**

- **Information and consultation of workers**
  - Understand workers´ concerns, provide information about the measures taken and the support available to them
  - Guidance and training on changes to work procedures and special measures – consider written instructions
  - Consultation of workers/representatives on the measures
  - Including agency workers, cleaners and contractors

- **Mental health**
  - Support for workers who may be suffering from anxiety or stress
  - Changes to the job – may result in stress and mental health problems
  - Employee assistance programme or coaching service,
  - Information on publicly available sources of support and advice

- **Vulnerable workers to work from home**
  - older people
  - those with chronic conditions (including hypertension, lung or heart problems, diabetes, or undergoing cancer treatment or some other immunosuppression)
  - pregnant workers
  - workers with close family members who are at high risk

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- **Certifying absence from work**
  - Discretion on medical evidence for absence when a worker is self-isolating
  - Flexible sick leave policies
  - Flexible policies for workers to care for sick or dependent family members
  - Talk with companies that provide subcontracted or temporary workers about the importance of sick workers staying home and encourage them to develop non-punitive leave policies.
  - Not require a healthcare provider's note for workers who are sick with flu-like symptoms - healthcare providers and medical facilities may be extremely busy

- **Taking care of workers who have been ill**
  - Worker's doctor and occupational health service should advise on return to work
  - workers who have been ill may suffer stigma and discrimination
  - Muscle weakness
  - Problems with memory and concentration, may be difficult to return to previous performance
  - Long time for resuming work - half of patients need a year to resume work and up to a third may never return
  - Post Intensive Care Syndrome (PICS) happens to an estimated 30 to 50% of people admitted to IC / comparable to a posttraumatic stress disorder

Covid-19 – Back to the workplace

- **Teleworking:**
  - Allowing workers to take home equipment they use at work (computer, monitor, keyboard, mouse, printer, chair, footrest, or lamp)
  - Guidance on setting up a workstation at home
  - Support and training on IT equipment and software, tele and video conferencing tools
  - Providing information on exercise to avoid sedentary work and work organisation

- **Managing workers who work remotely:**
  - Workplace risk assessment involving workers who telework
  - Encouraging workers to take breaks
  - Effective communication and support from the manager and colleagues
  - Regular staff or team meetings online
  - Being aware of care responsibility, family members in confinement or teleworking
  - Assisting workers in setting healthy boundaries between work and free time

- **Plan and learn for the future:**
  - Contingency plan
  - Teleworking policy and procedures or revising existing ones

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9

Other resources

- **OSH wiki article Practical tips to make home-based telework as healthy, safe and effective as possible**
  - Advantages and disadvantages of teleworking
  - Work environment at home
    - Display screen equipment and workstation
    - Tips and advice regarding DSE
  - Simple steps/activities that can be taken to reduce the risks related to sedentary work/prolonged sitting
  - Stress and mental health issues
  - Tips to prevent the feeling of being isolated, disconnected or abandoned
- **MSD database of practical tools and guidance: teleworking**
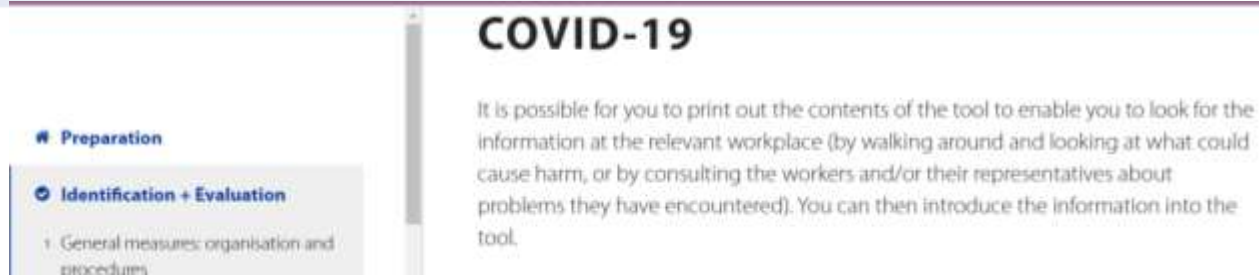 - Guidance for teleworking, not only for Covid-19

Napo is… teleworking to stop the pandemic

https://youtu.be/TB_d6kfkWgM

OiRA tool-Online interactive risk assessment

COVID-19

It is possible for you to print out the contents of the tool to enable you to look for the information at the relevant workplace (by walking around and looking at what could cause harm, or by consulting the workers and/or their representatives about problems they have encountered). You can then introduce the information into the tool.

- **#** Preparation
- **◎** Identification + Evaluation
  - 1 General measures: organisation and procedures

https://oiraproject.eu/oira-tools/eu/covid-19/covid-19

Covers:

- **General measures**
- **Workplace management**
- **Ecouraging and enabling hygienic behaviour**
- **Commuting to work/travel**
- **Teleworking**
- **Externals on site**

- **Reopening premises after business closure**
- **Meetings or events with externals**
- **Business trips**
- **Added risks (by user)**
- **EN master version, Will become available in: LV, LT, BE (NL and FR), SL, HR, CY, EL, CZ, PT**

Sectoral guidance - links in OSH wiki
from AT, BE, CY, DE, DK, ES, FR, IE, IT, NL, PT, UK and AUS, CAN, USA/WHO, ILO, ISHCO

- **General guidance, incl. toolboxes**

- **Mining**

- **Construction, incl. metal, motorway construction**
  - Painters
  - Carpenter
  - Plumber

- **Craftsmen**

- **Retail**
  - General
  - Gardeners and florists
  - Market, street and hiking trade
  - Tobacconists
  - Cashiers
  - Changing, social & smoking rooms
  - Food retail and hospitality
  - Supermarkets
  - Opticians
  - Orthopaedics
  - Pharmacies
  - Airport retail, airline catering

- **Other services**
  - Insurance agents
  - Consulting, accounting and ICT
  - Banking

- **Agriculture, incl. seasonal workers, crop farming, animal farming, direct sale at farms**

- **Fisheries, fishing vessels, maritime shipping**

- **Food industry**

- **Abattoir/slaughterhouse**

- **Butchers**

- **Artisan icecream**

- **Bakers**

- **Mussels culture**

- **Wine and winemaking**

- **Waste managament and collection, incl. from healthcare**

- **Drinking water, treated recreational water & wastewater**

- **Gardening**

- **Cleaning, maintenance**

- **Electrical, building, alarm, comms, home technicians**

- **Industrial laundry**

- **Pest control**

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12

Sectoral guidance - links in OSH wiki

- **Beauty salons, footcare and nail salons**
- **Hairdressers**
- **Hospitality, incl. Guests**
  - Receptionist, night porter
  - Housemaids and chambermaids
  - Restaurants
- **Return to sports**
- **Travel agencies, tourism**
- **Recreational bathing and beach**
- **Boating and nautical sports**
- **Fishing and hunting**
- **Horse riding**
- **Telecommunication and broadcasting, filming**
- **Undertakers**
- **Funeral homes**
- **Veterinaries, pet owner & beekeepers**
- **Animal shelters, pet stores**
- **Call centres**
- **Wood industry**
- **Office work**

- **Schools and nurseries, university and vocational training**
- **School nutrition professionals**
- **Police**
- **Prisons**
- **Airport custodial staff**
- **Transport:**
  - Taxi
  - Freight transport and logistics
  - Rail
  - Aviation, airport customer service and check-in, crew, baggage handlers, assistance workers
  - Public transport
  - Cash transport
  - Cargo ships
  - Helicopters
  - Loading and unloading
  - Delivery drivers
- **Driving schools**
- **Mail and parcel delivery**
- **Garage and service stations**
- **Automotive industry**
- **Textile, clothes, leather & footwear industries**
- **Cross-border workers, temporary workers**

Sectoral guidance - links in OSH wiki

- **Health and social work**
  - Hospitals
  - Obstetrics, midwives
  - Opthalmology
  - Pediatry
  - laboratories
  - Intensive care units
  - Blood and tissue donation
  - Vaccinations
  - Dialysis
  - Heart surgery
  - Nursing homes
  - PPE for care and support, types of masks and nose protection
  - Mental health for care workers
  - Dental practices
  - Rehabilitation clinics and therapeutic practices

- **Home help and care, personal care, 24-care**
- **Social services**
- **Workshops for disabled people**
- **Homeless shelters**
- **Firefighters**
- **First responders**
- **Ambulance workers**

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Thank you…

Any questions?

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15