

Message to all staff, Thursday 12 March 2020

Kia ora everyone

Covid-19 (Coronavirus)

Some things to remember...

Under the Health and Safety at Work Act, employers are required to do everything practicable to prevent their staff from getting coronavirus.

Older people and those with respiratory conditions are more susceptible to the virus.

There are definitely things you can do to help yourself...

- Stay home if you are feeling unwell.
- If you do not have any sick leave entitlement remaining, talk to your manager.
- If someone in your household is unwell, talk to your manager.
- Be vigilant about regular and rigorous handwashing
 - wash your hands for at least 20 seconds with soap and then dry thoroughly (ideally with paper towels if these are available).
- Use hand sanitiser, tissues, soap, etc.
- Cover your mouth and nose when sneezing or coughing.
- Consider having a free flu shot when these are available (from early April 2020).

If you have any concerns at any time, please talk to your manager.

Ngā mihi

Dave

Dave Gawn
Chief Executive
Pike River Recovery Agency