

BACK TO WORK SAFELY



You have now started the process of returning to work. Along with our normal induction process when we return to work, we know that we have to follow additional measures to keep ourselves and those around us safe and healthy. You will go through a Coronavirus screening process, and will be able to discuss any medical concerns you have with our health team. You will also be fully briefed on the things that we need to do together, at work, to prevent the spread of the Coronavirus.

And then – before you can get back to work – you will need to quarantine.



What you need to know about quarantine



WHAT IS QUARANTINE?

Quarantine means you need to stay in one place, with a small group of people, with access to proper medical care for 14 days.

WHY MUST YOU QUARANTINE?

First, it is the law and we, as a company, and you as an employee, are required to obey the law. If we do not do so, the government could shut our operations down and we will not be able to return to work. If you do not do so, you may be fined or even arrested.

Second, being in quarantine does not mean that you have the Coronavirus. The 14-day period will be enough time for you to start feeling ill if you have been exposed. We need to know whether you have been infected so that we can ensure you have access to medical support and so that you do not pass the virus on to others.



IMPORTANT: once you are in quarantine you must stay there for the required 14 days. If you leave quarantine before then, and without having been cleared to do so by a doctor, you will be breaking the law and may be arrested or fined.

YOU SHOULD ALSO KNOW THAT

1

Even if you do not become ill you may still have been exposed to the virus, and may still pass it on to other people. That's why we need to make sure that we all follow all our prevention measures all the time.

2

Most people who are infected do not become very ill at all and recover very quickly. If you do not feel well during the quarantine period, you should make sure our medical staff know this so that they can ensure that you are tested, and transferred to an isolation facility so that you do not pass the virus on to others.

3

The people who will be most badly affected by the virus are older people (+ 60 years), or people with immune systems that are not as good as they should be because they have hypertension, diabetes, cancer or HIV/AIDS.

4

Even if you have not been infected, it does not mean that you cannot be infected in the future.

WHAT HAPPENS AFTER QUARANTINE?

If, after 14 days in quarantine, you have not developed any symptoms of the Coronavirus, you will be able to go back to work.

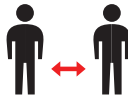


Download the **Harmony CONNECT** app on your phone to get up-to-date information or dial ***134 *1120#** to register, and to do a self-assessment daily.

YOU WILL ALSO NEED TO:



Be screened every day, as you report for work. Part of this process can be done on Harmony CONNECT.



Practice social distancing (staying at least 1.5m away from other people) wherever possible, while you are at work.



Keep up good hygiene standards: wash your hands regularly, using the facilities provided; cough or sneeze into your elbow or a tissue and then dispose of the tissue safely.



Wear the PPE provided – masks and gloves – particularly in working areas where social distancing is difficult.

And, remember that we can be infected by the virus at any time and in any place – at work, on the way to work, in our residences, in taxis, at the shops, in our communities.

If we work together, we can ensure that we can return to work safely, that we can keep on working, and that we protect anyone vulnerable to the disease.



If you have further queries, call the Harmony COVID-19 hotline number on

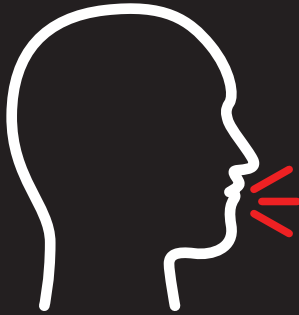
0800 111 724

CORONAVIRUS

SYMPTOMS



FEVER



COUGH



SORE THROAT



SHORTNESS OF BREATH



HEADACHE
