



Covid-19 (Coronavirus) Visitor Policy

In order to protect our employees and their families from the risk of infection from the Covid-19, we have introduced a strict visitor policy.

We ask that you do not visit our premises if you have visited any high risk areas or come into contact with a confirmed or suspected case of Covid-19 in the last 14 days.

We are also limiting visits to other premises by our personnel as far as is possible and the requirement for a visit will be assessed on an individual basis.

No visitors will be allowed onto our premises unless by prior arrangement authorized by a director of BTS Facades & Fabrications Ltd.

Contractors will be requested to complete a short questionnaire confirming freedom from Covid-19 symptoms prior to their arrival and follow our Site Safety Rules issued on arrival.

Whilst on our premises, we ask that you take appropriate measures to prevent spread of infection by using the facilities available to wash hands thoroughly on arrival and follow government guidance with regards to coughs, sneezes etc.

Please maintain social distancing guidance as far as is possible during your visit.

If you develop symptoms of Covid-19 within 14 days of your visit to our premises, please advise us in order for BTS to assess the potential impact on our staff.

Signed: *PAtk*

Date: *27/5/20*

Phil Atkinson
Managing Director