

SOCIAL DISTANCING OPTIONS

ANNEX C: SAFER WORKPLACES

CURRENT MEASURES:

- Stay at Home Guidance
- Closure of bars, restaurants, non-food retail and indoor public spaces

The government has subsequently published supplementary sectors-specific guidance to business - attached at [Annex C2](#).

Part 1: MEASURES PROPOSED

THREE-PART STRATEGY:

1. Change the messaging

The Government's communications need to change to explicitly encourage people back to work and actively address fears about the health risks.

2. Programme of engagement with businesses and unions to get people back to work safely

To support businesses that want to get people back to work and prepare to reopen, we should:

- a) Bring employers and unions together with PHE and HSE to **develop guidance on safer working**, which would cover **working practices, distancing procedures, hygiene and protective equipment** along the lines of that already developed for food retailers;
- b) **Establish a reporting and light-touch enforcement regime**, to build confidence, with HSE using existing powers under the Health and Safety Act.

This work, led by BEIS, would also need to assess the implications for the **amount and sourcing of PPE and the availability of test, track and trace**. This would need to be ready for the point at which there was any change in messaging.

3. Re-open closed sectors, starting with lower risk, high value sectors first

- a) **Re-open non-essential retail** businesses subject to them following specific procedures (as essential retail does now e.g. minimum distances within stores, screens for cashiers, card payments only, cleaning protocols).
- b) Examine the case for allowing **personal care premises (hairdressers, beauty salons etc) and those involving outdoor activity** (including markets, outdoor bars and restaurants) if guidance can be produced that minimises risks consistent with the scientific evidence.

Our first preference would be, for economic and social reasons, to reopen all retail outlets in the first wave. However, this is dependent on further scientific advice about the health risks (for example, about relative infection risks in small and large shops) and analysis about the public transport network and the extent to which its safe operation is a constraint on employee and consumer travel. If, as a result of this input, we needed to segment or graduate re-opening, we could do on the basis

of: size of shop; geography of outlet; type of outlet; and/or rotation. Each is set out in more detail below.

Part 2: BENEFITS OF THESE MEASURES

The impact on the economy of the Covid-19 outbreak has been profound. Three months of the current restrictions would, according to the OBR's scenario, see GDP fall by 35%. HMT analysis suggests that every week that restrictions are maintained reduces the level of GDP in Q2 by almost 3%, and annual GDP by just under 1%. The British Chamber of Commerce reported on 1 April that 61% of UK firms have less than three months' cash reserves. We have seen the biggest fall in consumer confidence on record. HMT's assessment of the impact on the economy by sector is outlined in Annex C3, the second table gives the OBR's assessment.

The measures have affected **employment and work** in different parts of the economy in different ways. HMT/BEIS analysis splits the economy into four sections:

- **Category A: Closed sectors**, including non-essential retail, sit-down restaurants, hospitality, hairdressing, events management, many forms of entertainment (3.5m workforce, not operating at all);
- **Category B: Work that cannot take place at home, but is allowed**, including manufacturing, construction, distribution and logistics (7m workforce, currently operating at very reduced levels);
- **Category C: Work that can take place at home** including most financial and professional services, administration, office and remote customer-facing work (10.5m workforce, operating at reduced levels); and,
- **Category D: "Essential work"** including healthcare, social care, food and drink manufacture and retail, critical national infrastructure (13.5m workforce, operating at close to normal levels).

HMT analysis suggests that we should focus on reopening **non-essential retail and education** in category A (see below) and **manufacturing and construction** sectors in Category B. The manufacturing and construction sectors make up 10% and 6% of the economy, but are currently operating at less than half normal output (see [Annex C3](#)). There is also a small but important issue in relation to professional sport. This is not prevented by the current guidance but has not taken place due to the closure of sports facilities and to reflect the public mood. High value sectors such as **professional sport** could now restart behind closed doors through a programme of private testing of players (but this would depend on whether this was considered a priority set against other demands for tests), with large advertising and broadcasting revenues at stake. Government messaging about work and whether it is acceptable for workers in this sector will be critical to restart activity here.

Category C work is already happening. The main constraints are for those workers with insufficient equipment to work from home effectively, and those workers with small children. Here, changing the messaging to be clear that some restrictions are likely to be in place for some months could incentivise employers to invest in home working equipment. The role of childcare and schools reopening is covered in the separate fiche.

Below we explain how the three parts to the strategy would act to boost output across these three categories.

1. CHANGE THE MESSAGING

The unequivocal 'Stay at Home' message has had an adverse impact even on notionally open sectors such as construction and manufacturing, driving fear about work and social pressure not to go. This is despite sectoral guidance that was published on gov.uk on 8 April (in Annex C2) explaining how to apply social distancing in the workplace. To get people back to work and support future sectors opening, we need:

- To move away from a one-dimensional 'stay home, save lives' narrative to one that clearly **encourages work to support the economy**. This will need testing with focus groups over the next week.
- A campaign on **"safer working" to tackle fears about health risks** that highlights recommended safety measures, guidance, online resources and whistle-blowing routes to tackle rogue employers (see reporting and enforcement regime). This should stress, for example, that infection rates are significantly lower when outdoors and so, for example, much construction work should be able to continue;
- To champion **working from home as a sustainable alternative** where possible, see above. (essential to minimise R and avoid office workers taking up scarce public transport capacity).
- Collect and highlight **best practice case studies** of employers and workplaces for across sectors to champion all modes of safer working (including from home) .

2. PROGRAMME OF ENGAGEMENT

Building on this, to increase confidence within the workforce, the Government should facilitate a programme of engagement between employers, employee groups, the Health and Safety Executive, and Public Health England to develop more detailed safer working protocols for key sectors. This could be supplemented by cross-cutting government guidance, for example covering the use of face masks in public places, or the ability of workers to request to work from home.

By the point at which the "stay at home" message changed in relation to work, the aim would be to develop guidance for all sectors covering:

- Use of **signage** (to ask workers/customers not to enter the premises if they have symptoms)
- **Regulation of entry** so that the premises do not become overcrowded (this will depend on the type of work but might include staggered working hours/shifts, increased home-working facilities)
- **Closure of shared facilities** such as canteens and communal spaces.
- **Floor markings and vertical signage** to facilitate compliance with the social distancing advice of 2 metres
- **Regular announcements** to remind workers/customers of social distancing and cleaning advice
- **Cleaning and hygiene** modifications;
- **Placement of plexiglass and other barriers** to protect workers and customers

- **Contactless payments** where possible, without disadvantaging older or vulnerable customers
- Additional pop-up **handwashing stations** or facilities
- **Use of PPE** where appropriate;
- Role of **testing or certification**.

Clearly this guidance will vary depending on the type of work and sector, so BEIS has established five roundtables which will cover:

- **infrastructure, and construction works** (including house building) and other work primarily undertaken outdoors or in open buildings;
- **non-food retail and other public-facing activities** including restaurants and pubs;
- **office work**, call centres, laboratories and other indoor work in close proximity – this would include the public sector as an employer;
- **manufacturing, energy and engineering;** and
- **distribution and logistics.**

3. REOPEN CLOSED SECTORS

The table below sets out the main businesses that are currently closed and assesses them against whether they can easily and safely operate and their value to the economy and society. The initial proposition is that **all non-essential retail should be allowed to re-open first**, because of its contribution to the economy and to local communities, and because it should be able to comply with social distancing guidance relatively easily. This would unlock around 1.8m employees..

Table 1: Closed sectors by prioritisation

	BENEFITS			RISKS	Recommended to be reopened in the first wave?
	Economic importance (employment, 000s)	Social importance	Consumer demand	Ability to operate safely	
Non-food retail	2,652	Low/medium	Medium	Medium/high	Yes
Hairdressers, barbers, beauty and nail salons, including piercing and tattoo parlours	160	High	High	Medium	Possible, if safe working protocols agreed
Museum, galleries	29	Medium	Medium	Medium	No
Hotels, hostels, B&B	372	Low	Low	Medium	No
Cinema, theatres, concert halls	40	High	Low	Low/medium	No
Restaurants	1,051	High	Medium	Medium	No
Pubs	518	High	High	Low/medium	No
Gyms	41	High	High	Medium	No

Notes on measures and sources:

- Employment figures - ONS figures may not map precisely to the closed businesses' workforces so these should be used as broad, relative indicators only. For example, we have not sought to estimate the number of people employed in those non-food shops (like petrol stations) permitted to continue.
- Social importance - Cabinet Office assessment of importance to personal wellbeing, community spirit etc.;
- Consumer demand - Cabinet Office assessment of likely demands if re-opened given the public's concerns about public health risks and the wider economic challenges (i.e. higher unemployment and lower consumer confidence); and
- Ability to operate safely - Cabinet Office assessment based on other third party assessments (inc. research from PWC and John Hopkins University).

The return of these businesses would see a significant **economic benefit**, although we should not anticipate a return to normal consumer spending and economic activity levels given the wider fall in consumer demand; some businesses will also have supply chain challenges. They would also deliver **fairness benefits**. Reopening these sectors will disproportionately benefit more disadvantaged households - IFS analysis shows that 34% of those in the bottom tenth of the earnings distribution work in 'closed' sectors, compared to just 5% of those in the top tenth. Younger workers and women are also more likely to be employed in currently 'closed' sectors.

To promote confidence from workers and shoppers, as part of the "safer spaces" programme, the Government should say that non-essential retail businesses could open **if they comply with safer operating protocols**. These protocols would need to be agreed with trade associations and business groups ahead of announcement of any reopening, see "Programme of Engagement" above, but these have already been developed for food retail and would be broadly similar. We could ask businesses to report on these protocols and for HSE to engage with any businesses they believe not to have properly complied e.g. through the current whistle-blowing procedures.

If we needed to pursue a segmented approach:

If reopening all of the above presented too great a risk to health initially and/or if the public transport network constraints meant that we needed to control the volume of employee and consumer movement, there are four broad options for reducing this:

- **reopening smaller premises first:** Sunday trading laws already establish a 280 square metre 'threshold' in retail regulation that would be the basis for this. We know smaller shops hold smaller cash reserves and are, therefore, at greater risk of insolvency if they are unable to trade. There are also wider social benefits associated with local high streets. However, there is no definitive scientific advice that suggests small shops are safer than larger ones (*DN: needs confirming with CMO/CSA*);
- **geography of outlet:** we could prioritise those shops to which people are less likely to travel to by public transport - i.e. out of town shopping centres, and (depending on the analysis) local high streets;
- **type of premise:** we could prioritise opening up those retail outlets whose goods are more critical and/or likely to be in demand in the current economic context. Book and toy shops, for example, may be viewed as more important to mental wellbeing, whereas there is likely to be less demand for furniture or white goods given the fall in consumer demand.

- **allowing premises to open on rotation:** we could allow all businesses to reopen but only some shops could be open to consumers on different days of the week or different weeks in the month. This could spread the risk of employee movements but may only concentrate consumer demand into certain days, and/or require people to make more journeys outside the home to acquire the same basket of goods

If the Government wanted to take a more gradual approach to re-opening these sectors, the proposition is to start with smaller shops given their importance to local high streets and communities. Other countries (see Annex C4) have followed this approach, presumably for similar socio-economic reasons.

The **personal care sector** (with around 160,000 workers including hairdressers, nail salons etc.) could also be reopened over time, although more stringent protocols would need to be in place to avoid infection because of the necessity for close contact between customers and workers, so we should examine what guidance can be developed in this area as part of the BEIS/HMT engagement programme. Some other countries have allowed these premises to reopen once protocols are in place because of the assumed social and mental health wellbeing benefits.

Other closed businesses (pubs, restaurants, hotels, cultural institutions) present too great a risk of infection at this stage to be included in the first wave of re-opening, and do not readily lend themselves to a widespread testing regime at present. They face very challenging economic circumstances - restaurant and entertainment spending on credit cards has fallen by almost 90% and many small businesses have little cash reserves. We should continue to work with these sectors to develop safer working protocols and to examine the role of testing, with the hope that limited reopening may be possible over time. We should also examine (with SAGE input) whether **outdoor activities** (e.g. outdoor seating for restaurants) could be permitted given the current evidence suggests that transmission rates in the open air are significantly lower.

Parts 3 and 4: RISKS OF THESE MEASURES and POTENTIAL MITIGATION TO ADDRESS THE RISKS

- The key risk of these measures taken as a package is that we put in place the arrangements to encourage people back to work safely, but **transport** provision does not allow them to travel to work safely, or the **lack of childcare** means that they cannot work effectively (including for home-working for those with small children). These issues are covered in more detail in the fiches on transport and schools. However, it is worth noting that DfT initial estimates suggest that commuter rail and underground services will be unable to provide services to more than around 20% of passengers (10-15% for the underground) if they are complying with current social distancing guidelines.
- If there is an absolute limit on the number of people we can bring back to work safely because of constraints on transport capacity, it also forces us to consider the value of work. HMT analysis suggests that category B work, especially construction and manufacturing, is likely to be higher value-added than category A work in non-essential retail. If that is correct, this may suggest that boosting category B work is higher priority than reopening non-essential retail. Further HMT/BEIS analysis would be required to determine whether this is the case.

Specific risks of the measures we propose are set out below:

1. CHANGE THE MESSAGING

There are two key risks:

- that the change will be seen as the **Government “forcing” workers back to work** whilst the health risks remain high;
- that the change in messaging will be seen as a more widespread relaxation than the Government intends and that this starts to have an **adverse impact on infection rates**.

Therefore the following mitigations are proposed:

- The programme of engagement as outlined above to build a consensus with employer and employee groups;
- focus group testing on the messaging beforehand to get a better understanding of the reaction to different changes to the messaging.

2. PROGRAMME OF ENGAGEMENT

- The purpose of the engagement programme is to improve confidence in the workforce to support their return to work, as well as develop the protocols to allow them to do so at a reduced risk of infection. This is important to ensure any relaxation of the measures is well-received and supports a sustained recovery.

3. REOPEN CLOSED SECTORS

- The closure of non-essential retail was originally estimated to have a positive impact on reducing the rate of transmission (R). However, that was prior to the introduction of social distancing and other protocols in the essential retail sector, which has allowed the continuation of retail activity at lower risk to health. Similar protocols adapted for the non-essential real sector should have a similar effect, but the science is not sufficiently far advanced to give us a complete picture of the impact on transmission and infection rates.

Part 5: IMPLICATIONS OF TRACK, TRACE AND TEST FOR THIS MEASURE

- Effective testing and tracing at scale would unlock many of the challenges discussed above. It is unlikely to come on stream in time to be used to reinforce the overall get back to work message, but over time will strengthen and enable both the other two actions (engagement to encourage people back to work and reopening closed sectors).
- We would expect that agreed norms and guidelines will evolve to include requirements to be tested to go to work in some sectors, once tests are widespread. This would be particularly relevant for sectors with staff who have many contacts and an inability to apply distancing (e.g. hairdressers). Frequent and widespread testing could also be an alternative to social distancing in workplaces like factories and construction sites, which would support higher productivity. We may face prioritisation decisions about where to focus testing, assuming supply is constrained. For example, if you insisted that **all (of the 1.8m) non-essential retail workers were tested at least once a month**, that would require around 60,000 tests per day - a large proportion of the 100,000 tests that are due to be available.

- Testing will also not immediately enable the re-opening of retail, restaurants and so on unless it is accompanied by clear tracking and tracing systems (including a potential app), since the tracing of contacts involves large and typically unpredictable groups of customers rather than stable employee groups. Once test, track and trace is all in place this could have critical impact on consumer confidence – which will mean that retail and restaurants can not just open but open profitably (something that will be a challenge for many businesses while operating under a social distancing regime, both because of capacity constraints and potential lack of consumer confidence).
- There are also specific sectors (e.g. professional sport) where testing could provide a fast track route to reopening the sector, but this should be considered against other demands on the testing regime. Until cheap and widespread testing is available this seems an unlikely route to e.g. reopening the restaurant sector. Stable and far reaching track and trace would reduce the need for phased reopening and support higher consumer demand for services by increasing confidence by addressing safety concerns.

ANNEX C2 - Sector Guidance Published on gov.uk on 8 April 2020

This sector specific guidance, agreed with PHE, was published shortly after specific food industry guidance agreed between DEFRA and PHE.

Sector bodies have amplified and built on the guidance (arranged as it appears online) by publishing more detailed advice for their industry e.g the Construction Industry Council.

Social distancing in the workplace: sector guidance

Advice for employers on social distancing during coronavirus (COVID-19).

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Overview

This is a list of tailored advice for different scenarios as an example of how social distancing and other measures might be implemented by employers in England to help protect their workforce and customers from coronavirus while still continuing to trade.

For advice for business in other nations of the UK please see guidance set by the Northern Ireland Executive, the Scottish Government and the Welsh Government.

These are not intended to be comprehensive or to represent every business's situation, but are illustrative examples.

Businesses should also look to the advice being published by trade associations and similar groups on how to work out government guidance in their sector.

[HYPERLINK] Read the general guidance for employers and businesses on coronavirus.

Retail

To protect staff and customers, you should manage entry into the store, only allowing a limited number of people into your store at any given time.

You should put up signage to ask customers with symptoms not to enter the store, and to remind both staff and customers to always keep 2 metres from other people, wherever possible.

You should regularly encourage staff to wash their hands with soap and water as often as possible and for 20 seconds every time.

If feasible, you should also put up plexiglass barriers at all points of regular interaction to further reduce the risk of infection for all parties involved, cleaning the barriers regularly. You should still advise staff to keep 2 metres apart as much as possible.

To protect your staff, you should remind colleagues daily to only come into work if they are well and no one in their household is self-isolating.

[Hyperlink] Read the guidance for supermarkets.

Shops running a pick-up or delivery service

You should ensure that no orders are taken in person on the premises. You should only take orders online or by telephone and communicate this to customers by clear signage in store and online. The advice on social distancing measures applies to everyone and you should take steps to avoid crowding and minimise opportunities for the virus to spread by maintaining a distance of 2 metres between individuals, wherever possible.

Collections

Where customers are collecting items, they should have staggered collection times. When customers whose orders are ready enter, they should enter one at a time to collect orders and make payments, maintaining a safe distance.

Where queuing is taking place, you should use queue management systems to maintain a safe distance.

Deliveries

For retailers or restaurants running a delivery service, you should advise all delivery drivers that no goods or food should be physically handed over to the customer. There should instead be a set drop-off point agreed in advance.

After ringing the doorbell, the driver should maintain a safe distance from the door and oversee the delivery of the goods. The goods should not be left unattended.

You should introduce a way for customers to be able to notify your business that they are in self-isolation or are unwell in advance of the delivery, in which case these guidelines should be very strictly followed. The driver should not enter the customer's property.

To minimise the risk that a customer does not answer the door, sensible steps such as setting an approximate delivery time and gaining a contact number should be taken.

You should advise drivers to wash their hands using soap and water for 20 seconds as regularly as possible. Drivers should be given hand-sanitiser to be carried at all times and used after each delivery.

To protect your staff, you should remind colleagues and drivers daily to only come into work if they are well and no one in their household is self-isolating.

Tradespeople and working in people's homes

This applies to tradespeople carrying out essential repairs and maintenance in people's homes. You can continue work, providing that you are well and have no symptoms. You should notify all clients in advance of your arrival.

On entry to the home you should wash your hands using soap and water for 20 seconds. You should wash your hands regularly, particularly after blowing your nose, sneezing or coughing, and when leaving the property. Where facilities to wash hands are not available, hand sanitiser should be used, and you should carry this with you at all times.

You should maintain a safe distance (at least 2 metres) from any household occupants at all times, and ensure good ventilation in the area where you are working, including opening the window. No work should be carried out in any household which is isolating or where an individual is being shielded, unless your work is to remedy a direct risk to the safety of the household, such as emergency plumbing or repair.

No work should be carried out by a tradesperson who has coronavirus symptoms, however mild.

Construction

Construction work plays an important role in ensuring public safety and the provision of public services. It can continue if done in accordance with the social distancing guidelines wherever possible.

Where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the site to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission.

If you decide the work should go ahead, you should advise staff to wash their hands frequently using soap and water for 20 seconds, and especially after blowing their nose, sneezing or coughing, on

arrival at work, before and after eating, after using public transport, and when they arrive home. Where facilities to wash hands are not available, hand sanitiser should be used.

You should still advise staff to keep 2 metres apart as much as possible.

You should plan work to minimise contact between workers and avoid skin-to-skin and face-to-face contact. Where face-to-face contact is essential, this should be kept to 15 minutes or less wherever possible.

As much as possible, keep groups of workers working together in teams that are as small as possible (cohorting). For example, you keep vehicle crews working together, rather than mixing crew members on different shifts.

Staff should also wash their hands each time before getting into enclosed machinery (such as diggers) with others, and wash their hands every time they get out. To help with this, you should consider adding additional pop-up handwashing stations or facilities, providing soap, water and/or hand sanitiser.

Employees should keep the windows of enclosed machinery or enclosed spaces open for ventilation and be careful to avoid touching their face at all times. The inside of cabs should be regularly cleaned, particularly between use by different operators.

You should try to use stairs in preference to lifts or hoists. Where lifts or hoists must be used, you should lower their capacity to reduce congestion and contact at all times, and regularly clean touchpoints, such as doors and buttons.

To protect your staff, you should remind colleagues daily to only come into work if they are well and no one in their household is self-isolating.

Manufacturing and processing businesses

Manufacturing plays an important role in the economy. It can continue if done in accordance with the social distancing guidelines wherever possible.

Where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the business to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission between staff.

If you decide the work should continue, staff should work side by side or facing away from each other rather than face-to-face if possible.

You should increase the frequency of cleaning procedures, pausing production in the day if necessary for cleaning staff to wipe down workstations with disinfectant.

You should assign staff to the same shift teams to limit social interaction.

You should not allow staff to congregate in break times; you should consider arrangements such as staggered break times so that staff can continue to practice social distancing when taking breaks. You should communicate to all staff that they should wash their hands with soap and water for 20 seconds or more at the beginning and end of every break, when they arrive at work and before they leave. To help with this, you should consider adding additional pop-up handwashing stations or facilities, providing soap, water and/or hand sanitiser.

When entering and leaving, you should ensure your workforce stays 2 metres apart as much as possible.

To protect your staff, you should remind colleagues daily to only come into work if they are well and no one in their household is self-isolating.

[Hyperlink] Read the detailed guidance on food processing.

Logistics businesses

Logistics businesses play an important role in ensuring goods can get to where they are needed and they can continue to operate if they do so in accordance with the social distancing guidelines wherever possible.

Where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the business to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission between staff.

If a 2 metre distance cannot be maintained, staff should work side by side, or facing away from each other, rather than face to face if possible.

To protect your staff, you should remind colleagues daily to only come into work if they are well and no one in their household is self-isolating.

You should also put up signage and floor markings in the warehouse, encouraging a 2 metre distance from colleagues where it is at all feasible.

In addition, you should regularly encourage staff to wash their hands with soap and water as often as possible and for a minimum of 20 seconds every time. To help with this, you should consider adding additional pop-up handwashing stations or facilities, providing soap, water and hand sanitiser.

You should still advise staff to keep 2 metres apart as much as possible.

To protect your staff, you should remind colleagues daily to only come into work if they are well and no one in their household is self-isolating.

Outdoor businesses

This applies to businesses situated outdoors – market stalls, farms, quarries, commercial forests or other outdoor businesses - where it is not possible for workers to observe social distancing guidelines at all times.

Where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the business to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission between staff.

If a 2 metre distance cannot be maintained, staff should work side by side, or facing away from each other, rather than face to face if possible.

You should communicate to all staff that they should wash their hands with soap and water for 20 seconds or more and more frequently than normal.

If workers have to share enclosed spaces such as the cabs of vehicles, they should keep the window open for ventilation and they should be careful to avoid touching their face at all times. On leaving the enclosed space, they should wash their hands with soap and water for 20 seconds or more or use hand sanitiser when they cannot wash their hands.

If customer-facing, you should consider how you can safely sell your products or services without encouraging crowds and ensure hygiene measures are in place. This could be done by taking orders online or by telephone in advance and pre-packing orders to limit face-to-face time, or considering delivery services if possible. When interacting with customers, you should maintain a 2 metre distance as much as possible.

To protect your staff, you should remind colleagues daily to only come into work if they are well and no one in their household is self-isolating.

Farming: visiting farms for animal health and welfare

Farming and maintaining animal welfare are important and can continue if done in accordance with the social distancing guidelines wherever possible.

If you provide services such as sheep shearing, sheep dipping and foot trimming to different farms it is not possible for workers to stay 2 metres apart at all times.

You should communicate to all staff that they should wash their hands for 20 seconds or more and more frequently than normal, and always when arriving at or leaving a farm or premises, or use hand sanitiser when they cannot wash their hands. They should be careful to avoid touching their face at all times.

You should arrange work so that you and colleagues can frequently clean and disinfect objects and surfaces that are touched regularly, using your standard cleaning products. This should be done both during the working day and when moving between premises.

Fishing or other short-term offshore work

When at sea those working on board the vessel or platform are not always able to be 2 metres apart. Where this is the case, staff should work side by side, or facing away from each other, rather than face to face if possible.

You should communicate to all those working on board that they should wash their hands with soap and water for 20 seconds or more and more frequently than normal.

You should increase the frequency of cleaning procedures on the vessel and ensure it is disinfected as often as is feasible.

You should still advise staff to keep 2 metres apart as much as possible.

To protect your staff, you should remind colleagues daily to only come into work if they are well and no one in their household is self-isolating.

Cargo-shipping or other long-term offshore work

This applies to operators of one or more cargo vessels or offshore concrete structures where staff are offshore for prolonged periods of duty and are not always able to be 2 metres apart.

Where this is the case, staff should work side by side, or facing away from each other, rather than face to face if possible.

You should communicate to all those working on board that they should wash their hands with soap and water for 20 seconds or more and more frequently than normal.

You should still advise staff to keep 2 metres apart as much as possible.

Those working aboard should follow social distancing guidelines when ashore as strictly as possible. They should not board if they suspect they have been in contact with the virus to avoid introducing it to others on board.

Staff with a new continuous cough or a high temperature should not be allowed to board or go offshore. Staff who are either symptomatic themselves or are a member of a household where someone else is unwell with symptoms of coronavirus should follow the stay at home guidance. Staff should be given clear instructions on what to do if they develop symptoms and how and to whom they should report this.

Waste management businesses

Waste management is an important service for other businesses, public services and households. It can continue if done in accordance with the social distancing guidelines wherever possible.

You should advise staff to wash their hands for at least 20 seconds more frequently than usual

Staff should also wash their hands each time before getting into enclosed machinery (such as fork lift trucks or crane grabbers), and wash their hands for 20 seconds or more, or use hand sanitiser when they cannot wash their hands, every time they get out. To help with this, you should consider adding additional pop-up handwashing stations or facilities, providing soap, water and hand sanitiser.

On waste sorting and picking lines staff should observe the same rules as for manufacturing. You should allow frequent cleaning and disinfecting of objects and surfaces that are touched regularly, using standard cleaning products, particularly at the end and beginning of shifts.

When staff are sharing an enclosed space, such as in refuse and waste collection vehicle cabs and are unable to maintain a 2 metres distance, they should wash their hands for 20 seconds or longer before getting into, or after getting out of, the vehicle, or use hand sanitiser where hand washing is not possible.

Where it is not possible to avoid having more than one person in the vehicle, teams should keep the windows of the vehicle open for ventilation, and be careful to avoid touching their face at all times. Staff should still be advised to keep 2 metres apart as much as possible.

Transport businesses

This applies to operators of trains, buses, planes, ferries or other enclosed transport where staff on board cannot stay 2 metres away from each other or passengers at all times.

Transport is vital to support our economy and public services. It can continue if done in accordance with the social distancing guidelines wherever possible.

You should remind all customers that they should only travel when essential, such as travelling to work when they cannot work from home, and that when they do so they should also remain 2 metres apart where possible.

You may consider the use of signage, such as floor markings, to signal 2 metre intervals to facilitate social distancing between passengers while transiting through transport hubs and on public transport.

You should communicate that staff should wash their hands for 20 seconds or more and more frequently than normal.

Other customer facing staff that are not on board one of these transport modes (like staff at a train station) should comply with the public health guidance applicable at the time, including principles of social distancing wherever possible.

You should communicate that staff should move around the train, plane or ferry as little as possible to maintain distance from passengers.

You should increase the frequency of cleaning procedures on board and in terminal or stations areas, to ensure all areas are disinfected as often as is feasible.

Use of private vehicles and car pooling

When using a private vehicle to make a journey that is essential, cars should only be shared by members of the same household.

Those who normally share a car with people who are not members of their own household for a journey that is essential, such as getting to work, should consider alternatives such as walking, cycling and public transport where you maintain a distance of 2 metres from others.

If the journey is essential and there is no option but to share a car with people who are not part of the same household, journeys should be shared with the same individuals and with the minimum number of people at any one time.

Good ventilation (like keeping the windows open) and facing away from each other may help to reduce the risk of transmission.

Private vehicles that are used by people from multiple households should be cleaned regularly using gloves and standard cleaning products with particular emphasis on handles and other areas where passengers may touch surfaces.

ANNEX C3: BELOW IS A WORKED UP EXAMPLE FROM BEIS OF MORE DETAILED CONSTRUCTION SECTOR GUIDANCE - UNDER DEVELOPMENT - NOT YET PUBLISHED

Safer working – Construction example
General guidance

Social distancing involves reducing day-to-day contact with other people as much as possible, in order to reduce the spread of coronavirus (COVID-19).

If you cannot work from home then you can still travel to work. This is consistent with the Chief Medical Officer for England's advice.

The advice on social distancing measures applies to everyone and should be followed wherever possible. Workplaces need to avoid crowding and minimise opportunities for the virus to spread by maintaining a distance of at least 2 metres (3 steps) between individuals wherever possible.

This advice applies both to inside the workplace, and to where staff may need to interact with clients and customers.

Staff should be reminded to wash their hands regularly using soap and water for 20 seconds and particularly after blowing their nose, sneezing or coughing. Where facilities to wash hands are not available, hand sanitiser should be used. Workers should cover any coughs or sneezes with a tissue, then dispose of the tissue in a bin and immediately wash their hands.

Things to consider

Construction work plays an important role in ensuring public safety and the provision of public services. It can continue if done in accordance with the social distancing guidelines wherever possible. Where it is not possible to follow the social distancing guidelines in full in relation to a particular activity, you should consider whether that activity needs to continue for the site to continue to operate, and, if so, take all the mitigating actions possible to reduce the risk of transmission.

If you decide the work should go ahead, you should advise staff on the following:

- to wash their hands frequently using soap and water for 20 seconds, and especially after blowing their nose, sneezing or coughing, on arrival at work, before and after eating, after using public transport, and when they arrive home. Where facilities to wash hands are not available, hand sanitiser should be used.

- to wash their hands each time before getting into enclosed machinery (such as diggers) with others, and wash their hands every time they get out. To help with this, you should consider adding additional pop-up handwashing stations or facilities, providing soap, water and/or hand sanitiser. Employees should keep the windows of enclosed machinery or enclosed spaces open for ventilation and be careful to avoid touching their face at all times. The inside of cabs should be regularly cleaned, particularly between use by different operators. You should try to use stairs in preference to lifts or hoists. Where lifts or hoists must be used, you should lower their capacity to reduce congestion and contact at all times, and regularly clean touchpoints, such as doors and buttons.

- to keep 2 metres apart as much as possible. This may include encouraging workers to adjust their approach to ensure they remain 2 metres apart at all times. You should plan work to minimise contact between workers and avoid skin-to-skin and face-to-face contact. Where face-to-face contact is essential, this should be kept to 15 minutes or less wherever possible. As much as possible, keep groups of workers working together in teams that are as small as possible (cohorting). For example, you keep vehicle crews working together, rather than mixing crew members on different shifts.
- Remind colleagues on a daily basis to only come into work if they are well and no one in their household is self-isolating.
- Remember: these are measures that complement rather than replace existing guidance. Regular working practices should be maintained. E.g., if a role's rules already require an employee or contractor to wear a mask. The UK does not currently advise use of face masks outside of health and care settings, in line with Public Health England (PHE) guidance.

Further advice

You should also consider the following:

- make regular announcements to remind staff to follow social distancing advice and wash their hands regularly
- provide additional pop-up handwashing stations or facilities if possible, providing soap, water, hand sanitiser and tissues and encourage staff to use them
- set up dedicated areas for lunch breaks and stagger breaks as much as possible to ensure that workers do not gather in large groups
- where it is possible to remain 2 metres apart, use floor markings to mark the distance, particularly in the most crowded areas
- where it is not possible to remain 2 metres apart, staff should work side by side, or facing away from each other, rather than face to face if possible
- where face-to-face contact is essential, this should be kept to 15 minutes or less wherever possible
- as much as possible, keep teams of workers together (cohorting), and keep teams as small as possible

More information

The Construction Leadership Council has published more detailed advice on how you might carry out government guidance, which can be accessed on its website

<http://www.constructionleadershipcouncil.co.uk/news/>.

Additional useful information for firms can be accessed on the BuildUK website [here](#).

[And when we can, quote from aforementioned council lead to show collaboration and engender confidence within the sector/industry]

[Link to overall COVID-19 GOV.UK advice]

ANNEX C4 - impact of the economy by sector to date and vulnerability to continued economic pressure

TABLE 1

	Economic importance			COVID impact to date (BEIS assessment)	Vulnerability (HMT assessment) Composite measure - economic importance, interlinkages and sample of financial resilience. Ranked 1 (most vulnerable) to 21 (least)
	GVA	Emp.	Turnover		
Non-food retail	5.2%	8.6%	7.7%	A	1
Hospitality & tourism	4.4%	10.0%	8.5%	R	2
Sports & live events	1.0%	2.3%	2.4%	R	3
Arts & heritage	0.5%	1.0%	1.2%	R	4
Professional and business services	11.6%	13.6%	23.4%	A	5
Transport & logistics	0.3%	0.4%	0.0%	A	6
Consumer goods (manufacture of)	0.7%	0.8%	0.9%	R	7
Energy retail	1.5%	0.4%	0.2%	A	8
Technology & digital	7.0%	4.3%	8.3%	Y	9
Automotive	0.9%	0.5%	0.1%	R	10
Creative industries	3.2%	2.3%	3.5%	R	11
Aerospace	0.5%	2.0%	1.0%	A	12
Aviation	0.3%	0.2%	0.0%	R	13
Steel & materials	1.8%	2.0%	1.4%	R	14
Construction	6.1%	6.5%	12.6%	A	15
Agri-food	2.3%	2.4%	5.9%	A	16
Electronics & machinery	1.8%	1.1%	0.6%	A	17
Financial & insurance activities	7.0%	3.2%	2.2%	A	18
Maritime	0.3%	0.1%	0.1%	A	19
Life sciences	1.5%	0.5%	0.2%	A	20
Chemicals	0.7%	0.3%	1.0%	A	21

TABLE 2

Sectors Worse Impacted: OBR's view of output lost by sector in 2nd quarter of 2020				
Sector	GVA (sector as % of total output)	COVID Impact (% reduction in Q2 output)	Employment (000s)	% of UK employment
Agriculture	1	0	399	1%
Mining, energy and water supply	3	-20	448	1%
Manufacturing	10	-55	2,712	8%
Construction	6	-70	2,306	7%
Wholesale, retail and motor trades	10	-50	4,993	14%
Transport and storage	4	-35	1,803	5%
Accommodation and food services	3	-85	2,489	7%
Information and communication	7	-45	1,520	4%
Financial and insurance services	7	-5	1,126	3%
Real estate	14	-20	615	2%
Professional, scientific and technical activities	8	-40	3,233	9%
Administrative and support activities	5	-40	3,046	9%
Public administration and defence	5	-20	1,520	4%
Education	6	-90	2,967	8%
Human health and social activities	8	50	4,461	13%
Other services	4	-60	2,066	6%
Whole economy	100	-35	3,5704	

ANNEX C5 - International comparison

Country	Measures
France	Non-essential shops and businesses remain closed. Extension of current measures to 11 May, after which some restrictions may be relaxed.
Germany	Small shops reopened on 20 April with strict social distancing rules. Larger shops and restaurants remain closed. Employers are urged to continue to facilitate home working. The authorities responsible for occupational safety and health have pledged to conduct inspections of home offices. Hairdressers and barbers can open from 4th May on the condition that employees wear protective clothing and strict hygiene rules are enforced.
Ireland	An official stay-at-home order remains in place until 5 May. Non-essential shops are closed. Restaurants and bars can offer takeaway services. Social distancing advice (2m separation, regular hand washing) applies in essential workplace settings where employees cannot work from home.
Spain	Government decided not to renew temporary restrictions (introduced 30 March) on some industry sectors, allowing construction and manufacturing personnel to return to work on 14 April with strict social distancing and hygiene measures in place. Restaurants and most shops remain closed. In other sectors, if remote working is not feasible, employees had to take compulsory paid leave from 30 March to 9 April 2020. The employees then had to make up these hours that they have not worked (but have been paid for) before 31 December 2020.
Italy	Lockdown extended to 4 May but non-essential businesses reopened in some less impacted regions on 14 April. Staff may be subject to a check of their body temperature, with details kept anonymous, and can be denied access if they have a temperature higher than 37.5C. Employers must restrict access to common areas such as canteens. Staff must stay at least 1 meter apart. Employers must limit access to sites to third parties that are strictly necessary. They must submit a notice at the entrance of corporate offices stating that anyone who has C19 symptoms, or who has come in contact with people infected by COVID-19, must not enter. Employers may not ask employees to confirm that they are not infected or request a medical certificate to the same effect.
Denmark	Some businesses (including physiotherapists, beauty and massage salons and hairdressers) are starting to re-open (from 20 April), but the government strongly encourages working remotely. The Danish Health Authority does not recommend the use of face masks or other protection equipment for healthy civilians as a way to prevent the spread of disease, since there is no proof of its efficiency. Danish employees are subject to a general obligation to notify their employer if they have been infected with coronavirus, or if they suspect they may have been infected. Employers are generally not allowed to ask the employees about any symptoms of diseases.
Austria	Small shops reopened on 14 April, with strict rules on social distancing and regular disinfecting. Larger shops are due to open from 1 May, with restaurants in mid-May. Everyone will have to wear a mask on public transport, in supermarkets, and in the stores that are due to re-open.
Czech Republic	Phased relaxation of lockdown measures began 14 April: small shops and open-air markets reopened on 20 April (eventually followed by larger shops and restaurants/shopping centres). From 27 April, stores with a floor area of up to 200 m ² if they are not in shopping centres of over 5000 m ² , with the exception of stores with a separate entrance from the outdoors. From 11 May, stores with a floor area of up to 1000 m ² if they are not in shopping centres of over 5000 m ² , with the exception of stores with a separate entrance from the outdoors (does not apply to those stores which will open in later phases); driving schools (theory and other forms of lessons with at most 5 people); gyms and fitness centres, without use of the facilities (showers, changing rooms) under precisely defined conditions.

OFFICIAL SENSITIVE - DRAFT - NOT GOVERNMENT POLICY

<p>Republic of Korea</p>	<p>Whilst extending social distancing policy for a further 2 weeks (from 19 April), the government relaxed guidelines allowing businesses to slowly return to work. Some businesses have eased their working from home policy, keeping face-to-face contact to a minimum. Restaurants and shopping centres are slowly returning to work.</p>
<p>Hong Kong</p>	<p>Civil servants must work from home - while not mandatory, most private sector businesses have followed suit. Restaurants are limited to 50% normal capacity, with no more than 4 people to a table. Restaurants must check customers' temperature on arrival and provide hand sanitiser. Bars closed entirely.</p>
<p>Japan</p>	<p>A State of Emergency in seven prefectures (including Tokyo) declared on 6 April allows local authorities to urge people to work from home. Businesses that refuse to cooperate will face being publicly named and shamed.</p>
<p>Singapore</p>	<p>On 8 April the government ordered all non-essential businesses to close or move to working from home, and all restaurants to offer takeaway service only.</p>