



JENNER GROUP - ENHANCED SAFETY PROCEDURES COVID-19 (CORONAVIRUS) PANDEMIC

PROTOCOL FOR CONFIRMED CASES OF COVID-19 (CORONAVIRUS)

If an employee of Jenner Group or an external stakeholder working on our behalf (within our office premises or present on one of our construction sites) is identified as a confirmed case of COVID-19 (Coronavirus), we will follow the protocol as set out below:

- Instruct the individual to leave the premises immediately if they are present within a Jenner site or the main office at the time.
- Inform the following key personnel of the situation, for both guidance and reporting purposes:
 - Your Contracts Manager
 - Your Departmental Director
 - HR Manager
 - Chief Buyer
- Immediately vacate and cordon-off the section of the workplace where the confirmed case works. Ventilate thoroughly.
- Carry out thorough cleaning and disinfecting of that section, according to authority guidelines, if there has been sustained contact within this area. Additional sanitary fogging will be arranged by the buying department.
- Endeavour to identify any persons who may have had close contact with the confirmed case to establish a clear picture of possible spread of infection and inform them of the situation. They may also be encouraged to self-isolate depending on the proximity of working to the confirmed case but, in accordance with NHS guidelines must only get tested should they experience COVID-19 symptoms directly.
- Ensure the confirmed case is given the full 14 days isolation period (and longer if necessary) to recuperate prior to return once threat of contagiousness has ceased. Remote working thereafter will be actively encouraged, where possible.
- The departmental Director and/or Line Manager will remain in contact with the individual during this time to ensure wellbeing whilst unwell or isolating and coordinate a safe return to work.