



Process for Managing – Covid19

January 2022



PROCESS FOR MANAGING COVID 19

MacInnes Bros Ltd is a building and civil engineering contractor with its head office in Uachdar, Isle of Benbecula.

Fortunately, due to the nature of our business most of our works are external, and our work force is predominately mobile.

Detailed below is the procedure we have in place to manage Covid-19 within our business environment.

1. All our personnel have been made aware that if they have developed any Covid-19 symptoms they should remain at home, self – isolate and book a test.
2. MIB employees affected by Scottish Government guidance to isolate due to potential household transmission are to inform MIB Head Office immediately and follow the current Scottish Government guidance.
3. Our personnel are asked to complete a Covid-19 Staff Questionnaire each day prior to commencing works, confirming that they are showing no Covid-19 symptoms and are fit for work.
4. Measures in place include but are not limited to the following – social distancing, wearing of face coverings, hand washing/sanitising, sanitising of hard surfaces & Covid-19 testing.
5. MIB currently use swab tests to detect Covid-19 in our employees & sub-contractors prior to them attending site.

The above procedures would ensure the continued safety of our personnel and operation of our business and will be monitored and reviewed to meet any changes in circumstances.

Signed:

A handwritten signature in blue ink, appearing to be 'A. S.', written over a horizontal line.

Managing Director

Date: 18.01.2022