

WE LOVE DOGZ OH&S POLICY - COVID19

You **MUST** adhere to these strict rules whilst in the workplace. There are to be no visitors or any persons handling our dogs other than trained staff.

IN THE VAN

Before you get in the van

- Wash your hands **before you get in** the van to commence a run and again **at the end** your run.

Whilst in the van

- During pick up and drop off, wear a mask and gloves, to be provided. When you finish your run, these must be removed by peeling them back so that they are inside out, and dispose of them in the bin immediately then wash your hands.
- If you sneeze or cough whilst in the van, do so into your elbow or a tissue and dispose of the tissue in a bin (not inside the van).
- Whilst in the van, open the windows to improve ventilation and set the air-conditioning to fresh air. Do not have the air-conditioning set to recycling the air inside the van. Particularly if you are travelling with a team mate
- Where possible, travel in the van alone.

Once the van is parked for the day

- The van **MUST** be sprayed with Glenn20 at the end of the day and Safe4 veterinary grade disinfectant in the cargo/crate area. Frequent touch points such as outside and inside door handles, gear stick, handbrake, seat belt buckles, centre console, console and steering wheel in particular must be sprayed.
- Spray all the keys with Glenn20 and any objects that throughout the day have been put on hard surface areas

- The van must be cleaned in accordance with the Information about routine environmental cleaning and disinfection in the community – Version 1 (25/03/2020) Coronavirus disease (COVID-19)

DURING PICK UP AND DROP OFF

- Knock, announce, and enter to collect the dog
- You **MUST** remain 2 meters from our client if you come in contact with them. If the dog does not want to leave them, please ask them to put their dog in a separate room to them, where you can enter, collect the dog and leave without contact. Do not make clients feel uncomfortable by coming closer.
- Do not shake hands with clients
- Respect their homes and privacy if they are working from home. Minimize disruption when collecting their dog
- We **DO NOT** accept dogs who are owned by a person who has a confirmed case of COVID19 or whose owner has had close contact with someone with a confirmed case or is in quarantine (not voluntarily). If you become aware of any of these circumstances, you must immediately notify the office and do not collect the dog.

WORKING WITH THE DOGS

- You **MUST** maintain at least 2 meters from each other at all times.
- Do not have any contact with anyone outside of our Company. Distance yourself and advise you are under strict OH&S rules. Instruct them to contact our office with any questions
- Cough and sneeze into your elbow only or a tissue and dispose of in a bin, and wash your hands
- Wash your hands before and after consuming any food
- Do not shake hands, hug or have any physical contact with each other

- If you are ill, you **MUST** remain home and you **CANNOT** return to work until you receive a clearance certificate from your GP. If you arrive at work unwell, you will be sent home. This is to prevent your team from getting sick which will lower their immune system and make them vulnerable
- Recommend clients give their dog a quick rinse after daycare themselves which will wash anything collected on their dog's coat, collar or their hands from handling their dog once their dog has attended daycare.