

Information and Manual for Covid Reopening

In association with Wicklow PPN

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Agenda

- ▶ Managing Covid 19 reopening
- ▶ Summary of Manual
- ▶ Explaining the Manual
- ▶ Q&As



from lockdown to look in, look around

... and look up! 😊



Denial/shock

Bargaining

Anger

Depression

Acceptance

Human beings

and

leadership



Ask the same important human
questions

Ask the important questions

Are we ok? Personal /group health?

Why does our organization exist? Vision

Can we still serve? Capacity?

How will we do it differently? Change?

Who will do it now? Stepping up?

What is risk?

Risk can be defined as a situation involving exposure to danger, or a threat requiring something to be protected



(1) Responsible people

Response team

Compliance officer

Workers representative

Deputies

(2) Control measures

Reducing risks with prevention and control measures for buildings, things and personal behaviour

Dealing promptly with suspected cases

**Re-opening safely for
voluntary groups**

(4) Documentation

Your plans for 1,2,3

Return to work form

Log sheets

Updated Occupational Health and Safety

Updated first aid

Legionella

(3) Communication

Policy statement

Awareness through all available media

Induction/ training

A Manual for Not-For-Profit Bodies Returning to Operations

From logging visitors

To ...

Keep
a
LOG ...



www.carmichaelireland.ie

Artist
Clare Lynch

To...



Two functions

- ▶ Clear pathway to follow in returning to operations
- ▶ Compiles the documentation you need

How to use it

- ▶ Step by step workbook
- ▶ Complete the questions
- ▶ Fill in the gaps
- ▶ Learn more from references provided

Contents

- ▶ Pathway to returning to operations
 - ▶ Before you decide to return
 - ▶ Key responsibilities
 - ▶ Risk management
 - ▶ Prevention and control measures
 - ▶ Communication

Contents Continued

- ▶ Transfer material from Pathway above
- ▶ +
- ▶ Policy Statement
- ▶ Responsible Persons Task Register
- ▶ Employer information
- ▶ Return to work form
- ▶ Contact Log

A tour of the Manual