

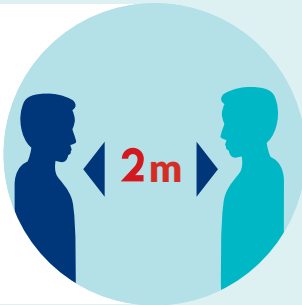
Quick Reference Guide for Enforcement Officers

Please follow your local risk assessment protocols to determine COVID-19 risk in all work scenarios.

If you may need to enter a setting with a high risk of people with COVID-19 (e.g. hospital, care home, property where there is a confirmed or possible case), you should have PPE readily available (at a minimum, mask and gloves) for this purpose.

Please remember – when interacting with people always...

Keep a minimum distance of 2 metres where possible



Wash hands frequently (for at least 20 seconds) or use hand sanitizer with a minimum of 60% alcohol



Clean surfaces frequently including door handles, rails, hoists etc.



Avoid touching your face, nose and eyes



Do not go to work if you have symptoms of COVID-19 (a high temperature and/or a new continuous cough)

When do you need PPE?

Risk assess each work scenario according to local protocols.

You should have PPE readily available in case you need it for the following settings (at a minimum, mask and gloves).

If you are likely to come into physical contact (within 2 metres) with someone and you are entering a setting where there is a high risk of someone with COVID-19 (e.g. care home, hospital, household where someone has COVID-19)

or

If you are entering a property where someone is in the **extremely vulnerable group advised to shield***

You should use:

- Disposable gloves
- Fluid repellent surgical mask (*you may use a simple surgical mask if you are visiting a household where someone is extremely vulnerable and advised to shield, and no one has COVID-19 symptoms)
- Disposable plastic apron (risk assess)
- Eye protection (use if there is a risk of splashing)



Safe use and disposal of PPE

- If you need PPE, follow the **guidance** on how to safely put on / take off PPE
- Use new mask, gloves and apron (if required) for each high risk setting visit.
- If you are in one setting (e.g. care home, hospital, property where someone has COVID-19) for a prolonged period, use mask for up to 8 hours maximum or until it becomes moist or damaged.
- Remove PPE as soon as you leave a setting. You shouldn't use a mask when moving from one setting to the next.
- Follow the **guidance** on how to decontaminate re-usable eye protection (if required) after use
- Double bag used apron, gloves and mask to safely dispose.
- Set aside from other waste for 72 hours before disposal in general waste
- Wash your hands after taking off PPE and handling waste.

**Guidance based on PHE advice 22 April 2020 and subject to change.
Always check for updates on the [gov.uk](https://www.gov.uk) website.**

If you have concerns about your visit or PPE please speak to your manager.