

COVID-19 TRAINING FOR CONTRACTORS



COVID-19 TRAINING

Adaptions/ additions marked on slide

Adapted content

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With this training we want to inform everybody about the measures taken with regard to :

- prevention of further spread of the coronavirus,**
- ensure that everybody can work in a safe and healthy way**

After this training you will receive a helmet sticker that you need to clearly affix to your helmet.

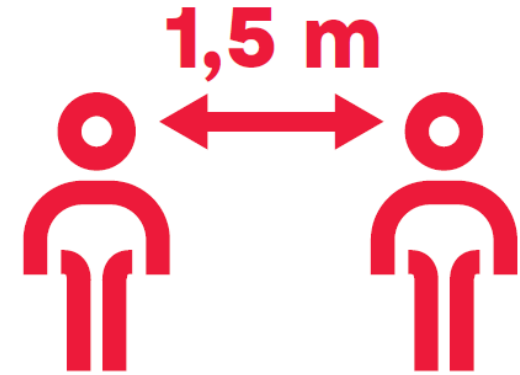


We expect you to adhere strictly to all measures, thanks in advance

SCOPE OF TRAINING

1. Measures to be taken for symptoms
2. General BASF-site measures
3. Measures for Foreign contractor employers
4. Measures related to social distancing
 - a) Internal transport on site
 - b) On an individual level
 - c) In the workplace
5. Hygiene measures
 - a) On an individual level
 - b) In the workplace
6. What can you do?

Corona - COVID-19



www.info-coronavirus.be

1. Measures to be taken for symptoms

When exhibiting one or more of the following symptoms,

- Fever
- Respiratory infection

STAY HOME, DON'T COME TO WORK

- Contact your doctor, inform your supervisor.
- When you detect these symptoms and you are already at work
→ bel **777** and report the symptoms.



2. General BASF-site measures

Adapted content



Generalized surgical mouth mask wear duty throughout the site.

The 1.5 social distance rule remains always :

■ **OUTSIDE**

- When there is a guarantee that the 1.5 meter social distance will be respected, a mouth mask is **not** obligatory.
- If the 1.5 meter social distance can't be respected, you must always wear a surgical mouth mask.
- **SHUTDOWNS OF ASSEMBLY INSTALLATIONS (TAR)** : depending on the local instructions, surgical mouth mask will be obligatory when the 1.5 meter social distance can not be guaranteed.

■ **INSIDE**

- A surgical mouth mask is obligatory in closed rooms, except when :
 - you're alone in the room or in a vehicle;
 - You are eating/drinking in the cafeteria.

2. General BASF-site measures

Adapted content

- **BASF - Company restaurant** : Limited offer, sitting area is open.
- Own, internal and local eat facilities must follow the measures concerning hygiene and social distancing.
- Contractor companies make a risk analysis in advance regarding the implementation of their own measures and communicate this to their own employees and subcontractors.
- **AVOID** unnecessary crowding of employees in **BASF buildings** and **do not make improper use of BASF coffee machines.**



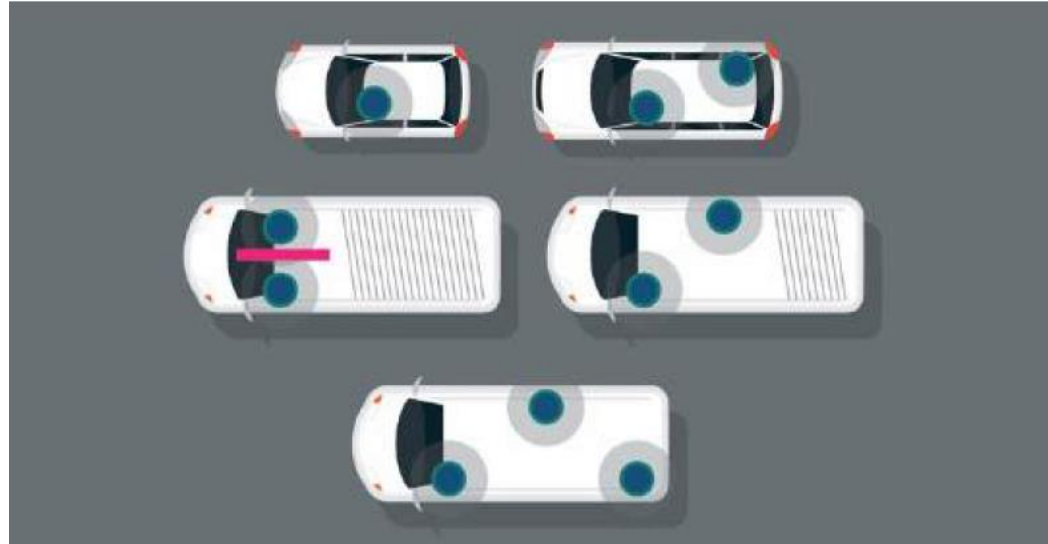
3 Measures foreign contractor employers

Look at website BASF:

<https://www.basf.com/be/en/who-we-are/Group-Companies/BASF-Antwerpen/Working-on-site/Contractors.html>

4. Measures related to social distancing

Traffic on site



In common cars/vans : MANDATORY wearing surgical mouth masks when there is more than One person in the van/crane/vehicle.

Advice to intermittently seated, one person on a seat row.

If this is not possible, it's allowed to sit with two persons near each other.

4. Measures related to social distancing

a) On an individual level



BASIC RULES :

Maintain **SUFFICIENT PHYSICAL DISTANCE** (+1.5 meters)
As a precaution, **carry a mouth mask with you**, provided by your own employer



Wear a surgical mond mask (see the exceptions slide nr. 5)



Wash and disinfect your hands very regularly.
Also do this before and after each activity (eg break, lunch, ...)

4. Measures related to social distancing

a) On an individual level

LMRA-checklist



Een echte vakman heeft aandacht voor een veilige werkomgeving en past de LMRA-checklist toe.

Goed bezig!

Laatste Minuut Risico Analyse-Checklist

- Ik pas de hygiënemaatregelen toe
- Ik ken en pas de social distancing maatregelen toe
- Ik weet wat voor werkzaamheden ik moet uitvoeren
- Ik (her)ken de risico's van mijn werkzaamheden en de omgeving
- Ik weet hoe ik de risico's kan beheersen
- Ik heb de juiste en voldoende instructies gekregen
- Ik beschik over de juiste, arbeidsmiddelen en PBM
- Ik laat mijn werkgebied veilig en opgeruimd achter

Pas als ik alle bovenstaande uitspraken met een **ja** kan bevestigen kan ik veilig aan het werk. Bij twijfel overleg ik met mijn leidinggevende.

Before starting **ANY WORK**, perform **a specific LMRA** to see if you can apply the social distance rule.

If not, wear obligated your mouth mask !

4. Measures related to social distancing

b) In the workplace – basis rules for the site

- In **all collective areas** (changing rooms, meeting rooms, messing areas, break rooms, smoking areas, showers, lifts): **respect the designated maximum number** of persons allowed to be present at the same time.



Voor uw veiligheid



Toegang voor max.
___ personen
tegelijktijd

4. Measures related to social distancing

b) In the workplace – basis rules for the site

Assembly Points

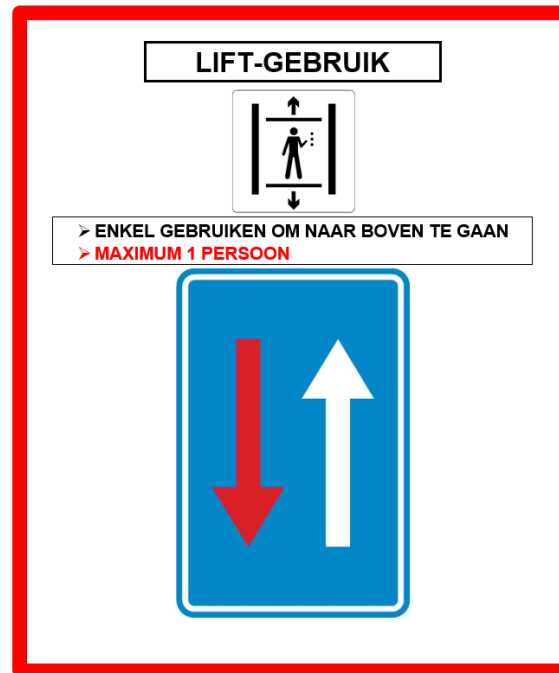
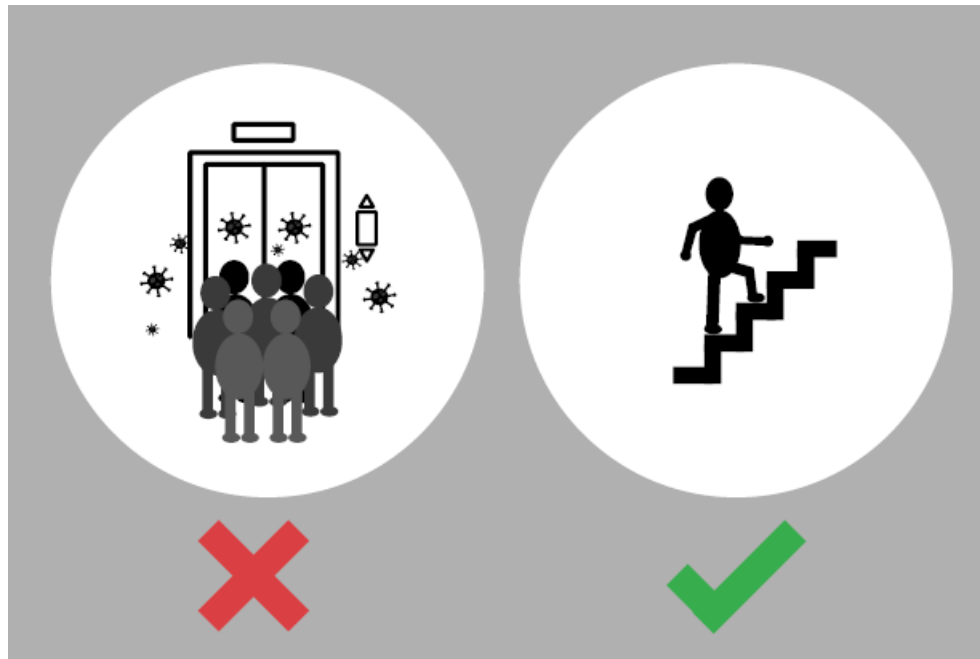
- Depending on the number of persons present, **the adjacent corridors & rooms** can be used to guarantee sufficient distance between the people in the assembly areas.
- When there is an alarm, **a surgical mouth mask should be worn at the assembly points**
- **‘Alarmplan-stewards’** will help ensure that everything runs smoothly, such as ensuring that people are evenly dispersed and that mouth masks are worn. Follow their instructions carefully!



4. Measures related to social distancing

b) In the workplace – basis rules for the site

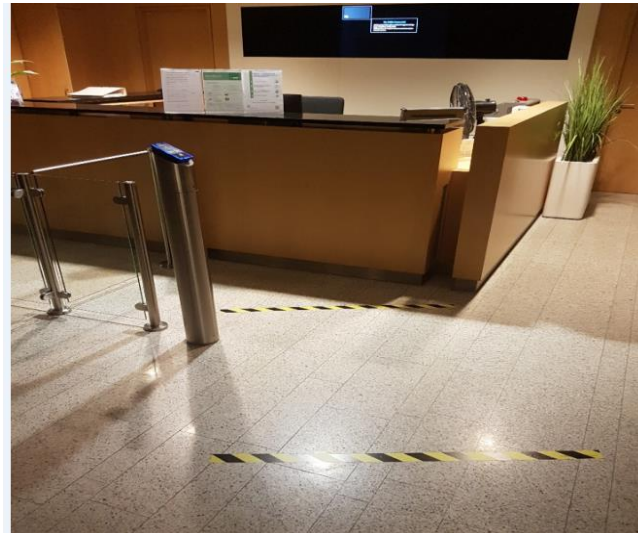
- Avoid using elevators. If this is not possible, follow the instructions given.
- Keep **right in corridors**
- When using **a staircase**, the person **ascending** has priority.



4. Measures related to social distancing

b) In the workplace – basis rules for the site

- When necessary for a smooth circulation, the building manager will place **markings**. Respect these at all times



- Organize the workplace layout so that sufficient distance can be maintained



5. Hygiene measures

a) On an individual level – personal hygiene

Wash or disinfect your hands on a very regular basis, and do this before and after every activity (eg changing clothes, visiting the toilet, taking a break, lunch, using a vending machine, etc.). You can also use the **hand gel**.

Correct handen wassen met water en zeep

CORRECT HANDEN WASSEN IN 40 À 60 SECONDEN:

- 

1 Bevochtig de handen met water en neem een voldoende hoeveelheid vloeibare zeep.
- 

2 Wrijf de handpalmen tegen elkaar.
- 

3 Wrijf de rechter handpalm over de linker handrug en omgekeerd.
- 

4 Wrijf de rechter handpalm tegen de linker handpalm met de vingers van beide handen tussen elkaar.
- 

5 Breng de achterkant van de vingers in de andere handpalm en wrijf de vingers tegen deze handpalm heen en weer.
- 

6 Wrijf de duim van elke hand in met de palm van de andere hand.
- 

7 Wrijf de vingertoppen van elke hand draaiend in, in de palm van de andere hand.
- 

8 Spoel de handen goed af zodat alle zeepresten verwijderd worden.
- 

9 Droog de handen af met een wegwerphanddoekje.
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10 Sluit de kraan met het handdoekje zodat je handen niet opnieuw besmet geraken.

5. Hygiene measures

a) On an individual level – personal hygiene

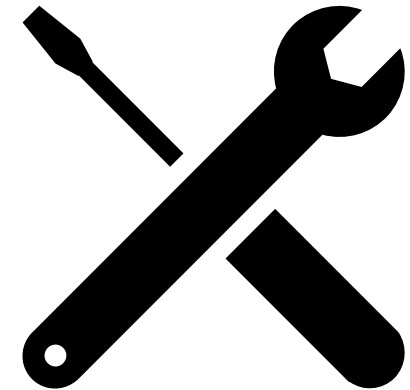
- **Cover** your nose and mouth **when sneezing or coughing**



5. Hygiene measures

a) On an individual level – personal hygiene

- Clean common work equipment such as keyboards, telephones, walkie-talkies, bicycles, pool car, forklift trucks, tools, ... **after each use with a cloth and disinfectant.**



5. Hygiene measures

b) In the workplace

- Provide **adequate and good ventilation** of the work areas and social facilities, use of small electric fans is not allowed due to the higher risk of spreading!

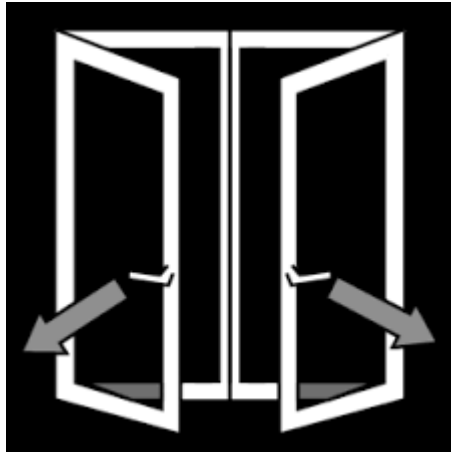


- Devices that work with **the intake of outside air** provide natural ventilation and a decrease in the concentration of any virus particles present and may remain in use.
- Installations that only reuse **indoor air** are preferably **not used**, because they allow any virus particles that are present to circulate in the ambient air for longer. If its use is nevertheless necessary, for example for cooling or heating, additional measures must be taken: wear a **surgical mask** and **close windows / doors when the device is switched on**. The mobile air conditioners are an example of this

5. Hygiene measures

b) In the workplace

- Leave **doors open** as standard, use a wedge or other aid; however this does not apply to fire doors!



6. What can you do ?

- Consistently follow the measures.
- When in doubt, ask your supervisor.
- Keep it up !
- Be understanding, it is about your health!
- Address others in a safe and respectful manner if they fail to follow these rules.



Thank you for taking care of you and others