

Coronavirus
Contingency
Plan

MFG 

Outline



MPG continue to monitor developments involving the Coronavirus Pandemic, utilising the communication and regular briefings from various trade bodies and following official advice from Government and the Health Authorities.



This contingency plan is to assist with the impact of the Coronavirus Pandemic that disrupts our company's production and puts our various stakeholders such as employees, operatives, clients, and project deliverables at risk.



Our objective is to minimise disruption and keep everyone as safe as possible.



MPG regularly forecast challenges our business may incur that impact staff, clients and the projects we are working on .



We are a responsible company designed to meet the challenges ahead

Coronavirus

WHAT YOU NEED TO KNOW

- Coronavirus is also known as COVID-19
- Coronavirus symptoms include cough, high temperature and in severe cases a shortness of breath.
- The Coronavirus can be spread from person to person.
- It can only be diagnosed via a test. There is no vaccine yet.
- Prevention involves regular hand-washing, coughing into a tissue or your elbow
- If you display any of the above symptoms you should stay at home and self isolate
- Incubation period for the virus ranges from 1 to 14 days
- It is not yet known how long the virus can survive outside a carrier.

HOW IT SPREADS

- The coronavirus spreads from person to person in close proximity, similar to other respiratory illnesses, such as influenza.
- Droplets of bodily fluids -such as saliva or mucus -from an infected person are dispersed in the air or on surfaces by coughing or sneezing.
- It is advised not to touch surfaces and then your face without having washed your hands as you may have touched something that has been infected.
- Scientists believe coughs and sneezes can travel several feet and stay suspended in the air for some time.

Coronavirus Advice

WHAT ARE THE SYMPTOMS

- A high temperature and tiredness
- A new continuous cough
- Breathing difficulties
- You do not need to go to a GP surgery, pharmacy or hospital.
- Isolate and stay at home.
- If symptoms get worse call 111 for further advice on next steps.

HOW TO AVOID CATCHING OR SPREADING THE VIRUS

- Wash your hands with soap and water regularly, do this for at least 20 seconds
- Avoid touching your eyes, nose and mouth with unwashed hands
- Use hand sanitiser gel if soap and water are not available
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- Put used tissues in the bin immediately and wash your hands afterwards
- Try to avoid close contact with people who may be unwell
- Follow government guidelines on social distancing

Our Plan



We are committed to ensuring that the health and safety of everyone involved with our business from Staff, Operatives, Clients, Suppliers is at the forefront of our concerns.



Our continuity plan is based on us minimising disruption to the various services we provide to our clients, while ensuring we support the government and health authorities with infection containment



Our plans can change by the hour by day and follow the guidance issued by the Government, Health Authorities and Trade bodies.



We issue updates when necessary to all individuals connected to our business

MPG Guidance Staff

Office Staff

- Working from home is encouraged unless not able to do so.
- Travel to office or site meetings / surveys is to be restricted and replaced with conference calls where possible
- NHS Information posters to be displayed in all our facilities
- Visitors & Deliveries to our office to be restricted until further notice.
- Hand Sanitiser available and used where soap and water not readily accessible
- Handshakes and person to person contact to be avoided
- Follow guidance set-out by government and health authorities
- Adhere to self-isolation practices should you be required to
- Report to senior management any instances where you believe a potentially infected person may come into contact with others.

MPG Construction Sites

- Site inductions are to be updated to include details of this advice
- Avoid public transport and utilise other means of transport.
- NHS Information posters to be displayed around the sites
- Weekly toolbox talks will include a re-brief of site hygiene to ensure continued awareness.
- Hygiene stations checked and new ones installed to promote good hygiene.
- Handshakes and person to person contact to be avoided.
- Risk assessments and method statement revised to meet requirements under new guidance issued.
- Site attendance levels consistently monitored to ensure project manager is fully aware of any potential programme implications due to absence
- Follow guidance set-out by government and health authorities
- Assess material requirements daily for potential disruption from supply chain.

MPG Guidance Suppliers

Material Suppliers

If you supply MPG materials or goods please observe the guidance below ;

- Delivery drivers attending site are to be in a fit and healthy condition to do so.
- Supplier to inform MPG Procurement manager of any material delays in relation to Coronavirus implications immediately.
- Supplier should recommend availability of alternative products to MPG should there be an issue with stock availability.
- Issue MPG with the suppliers own strategy to deal with issue arising from Coronavirus,
- Follow guidance set-out by the Government and the Health Authorities

Labour Suppliers

If you supply MPG labour please observe the guidance below ;

- Labour supplier to advise project manager of any potential delays in relation to Coronavirus implications.
- Ensure that sickness and attendance reporting is maintained
- Ensure that potentially infected persons are self isolating and not attending our projects
- NHS Information posters on site to be observed.
- Hygiene stations on site to be used regularly
- Handshakes and person to person contact to be avoided.
- Risk assessment & Method statements to be revised to consider issues around Coronavirus reporting procedures
- Labour supplier should issue its own strategy to deal with issues arising from Coronavirus
- Report issues on potential shortages to Senior management and any plans to help mitigate risk to programmes where possible.
- Follow guidance set-out by the Government and the Health Authorities

MPG Guidance / Clients

Live Projects

- Where possible, issue own strategy to deal with issues arising from Coronavirus and work closely with MPG management to achieve a joint up plan of action
- Maintain regular communication via email and conference calling in the absence of face to face meetings.
- Handshakes and person to person contact to be avoided.
- Client's management to ensure that potentially infected persons are self isolating and not attending site.
- Encouraging alternative travel arrangements and avoid public transport

Future Projects & Tenders

- Consider ongoing time and cost contingency within budgets due to the impact of Coronavirus on potential material lead times and or labour shortages
- Review requirements for tender return dates to consider impact of Coronavirus currently.
- Follow guidance set-out by the Government and the Health Authorities
- Maintain regular dialogue with MPG management via phone and email
- Avoid face to face meetings
- Avoid use of public transport

Conclusion

We will continue to advise and update when necessary based on reliable sources of data and information made available to ensure we can meet the requirements set out in our coronavirus contingency plan

For further details please refer to our website

www.mpgcontracts.co.uk