

What will happen if I get a confirmed case of coronavirus in my store/depot? Will the site continue to trade/operate? Is there a procedure for disinfecting the site?

If a store/depot got a confirmed case of coronavirus, then the provided cleaning kits would be used to clean the area. It is to be noted that due to staff self-isolating when they start showing symptoms, by the time they are diagnosed they would not have been on site for a period of time; the site would therefore have been cleaned multiple times. All sites have increased their cleaning and all machinery and workstations are wiped down after use to maintain a high level of cleanliness.

If the Covid-19 outbreak affects the business and I have no work or reduced work as a result, what will happen?

If you or an area of the business has no work or reduced work as a result of Covid-19 then you would either be deployed into a similar role in another depot or store or you would be furloughed. 'Furloughed' effectively means that whilst we do not have any work for you, you will receive 80% of your wages and wage costs per month until further notice, whilst you remain away from work at our request.

Can I ask to be furloughed?

No, currently the business is furloughing staff due to business disruption who have received a NHS letter and or are over the age of 70, if you fall in to one of those categories you can.

What will happen if I get furloughed?

You would be firstly spoken to by your line manager or a member of HR to inform you that you are being furloughed. This effectively means that whilst we do not have any work for you, or you have received a NHS letter or are over the age 70, you will receive 80% of your wages and wage costs per month until further notice, whilst you remain away from work at our request.

Your employment status would change to 'furloughed', which effectively means that you will remain employed by the business and your continuous service will remain intact. You will be treated as being on a leave of absence and should be prepared to return to work at short notice at a point in the future when the situation changes. Staff should be assured that the business will contact furloughed colleagues to update them on the situation. If you are furloughed due to a downturn in business, you can be asked to come back to work at any point. Staff are able to object to the proposed change to their employment status to furlough.

Who can I contact if I still have questions?

Colleagues who have any general concerns regarding the coronavirus, issues with being able to attend work or concerns about having been in contact with someone who has to self-isolate or may have tested positive for the virus can email HR Shared Services on Sharedservices@afblakemore.co.uk or call 0121 568 2905.