

1. SCOPE OF APPLICATION

Working on the premises of Nobiskrug GmbH with the risk of infection with the coronavirus SARS-CoV-2

2. DANGER FOR PEOPLE AND THE ENVIRONMENT

- Infection with the SARS-CoV-2 coronavirus by:
 - Immediate contact with other people and thus the possibility of infection by airborne droplets (droplet infection)
 - Lubrication infection from contaminated areas on the hands on the mucous membranes (mouth, nose, eyes).
- After an infection, it can take a few days to two weeks for symptoms to appear.
- Health effects:

Infections are usually mild and asymptomatic. Acute symptoms of the disease, such as:
Respiratory diseases with fever, cough, shortness of breath and breathing difficulties occur.

In more severe cases, infection can cause pneumonia, severe acute respiratory syndrome (SARS), kidney failure, and even death.

This applies in particular to people with previous illnesses or those whose immune system is weakened.



3. PROTECTIVE MEASURES AND RULES OF CONDUCT

- Avoid shaking hands and physical contacts
- Keep your hands away from your face
- Cough and sneeze in a disposable handkerchief or in the crook of the arm
- Limit contacts with other people to the minimum necessary
- Regular, frequent (at least before and after each break) and careful hand washing (see handwash information sheet, posted on the sink).
Wash hands before entering designated areas (e.g. pantries). Liquid soap and disposable towels should be used for this.
Due to the more frequent hand washing, skin care using skincare cream to look out for.
- Use hand disinfectant when there is no way to wash your hands
- Avoid contact with other employees when traveling to and from work. (Keep distance)
- Avoid group formation.
- Keep a minimum distance of 1.5 meters from other people. This applies to all areas (offices, workshops, sanitary rooms, common rooms, etc.).
Other requirements may apply to objects (ships, lock gates, etc.).
- If it is not possible to maintain the minimum distance due to working conditions: put together very small (if possible 2 employees), fixed teams, whereby all team members must wear masks. If FFP2 or FFP3 masks are required for work reasons, they must be worn.
(see also: Information sheet handling / cleaning with / of respirator masks).
Distance between the teams should be at least 5 meters.
- **In buildings, masks must be worn on all routes (corridors (also in toilets) and staircases). Masks are also compulsory during a meeting in the meeting rooms.**
- Ventilate rooms regularly (4 times per shift 10 min). Where possible, leave windows and doors or gates open.
- Clean contact surfaces of shared tools before use (e.g. dishwashing with water, cleaning cloth)
- Eating and drinking outside of designated areas is prohibited
- Use only private cutlery / dishes. No community dishes.



4. BEHAVIOR IN DANGER, SUSPECT

- If symptoms of illness occur, immediately inform the line manager/ HR department and call a doctor by phone and discuss further measures.
 - At work: leave the shipyard immediately and avoid contact with other people.
 - At home: Always stay at home, even if in doubt.
- If there are any questions regarding a possible infection, belonging to a risk group, etc., the company doctor can be reached during the day (7 a.m. - 3 p.m.) on the **TB office hotline** (tel. 332 and 339). Here, an appointment / telephone call is agreed with the company doctor.


5. DISPOSAL

- Send waste (used masks, disposable towels, handkerchiefs, etc.) to the usual residual waste treatment

6. CONSEQUENCES OF DISREGARD

- Health damage
- Labor law measures

Date: 02.12.2020
Signature: 
Managing director

Date: 01.12.2020
Signature: 
Works council