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## **CORONAVIRUS COVID-19 ADVISORY NOTICE FOR IMPORT DELIVERIES**

At PSS, our aim is to ensure that we keep all of our staff and clients safe during the current pandemic. We continue to follow the guidance provided by both the Government and the British Association of Removers, so that we can carry out your removal safely. This notice is to let you know what steps we are taking, and what we will require from you during the removal.

### **What we are doing to protect both you and our staff:**

- Our crews are kept up to date with the best advice from Public Health England and The Health & Safety Executive.
- Based on this advice, our crews follow a set procedure from the start of their working day, right through to the start of the move and the end of their working day;
- We continue to restrict the mixing of crews on jobs, helping to limit the number of contacts each crew member has;
- Crew members will advise us immediately if they develop symptoms of Covid-19, or if they have been in contact with anyone who has developed symptoms, and will follow company and government guidelines regarding any period of non-contact with other members of staff and clients;
- We will not be able to unpack;
- During the delivery, we will place all furniture in the designated room where possible; and we will remove any debris available on the day of delivery

### **Your Responsibilities:**

- You must let us know if, in the two weeks prior to your move, you develop any of the symptoms of Covid-19, or if you are in contact with anyone who has developed such symptoms;
- We would appreciate if you could clean all surfaces, door handles, stair rails/bannisters before our crew arrive, and leave all internal doors open for the delivery to reduce the need for contact;
- You should limit the number of people present at the property at the time of the delivery.;
- During the delivery, we would appreciate it if those present are not in the same room as any crew member at any time;
- Please allow our crew access to a bathroom to allow them to wash their hands regularly throughout the delivery;