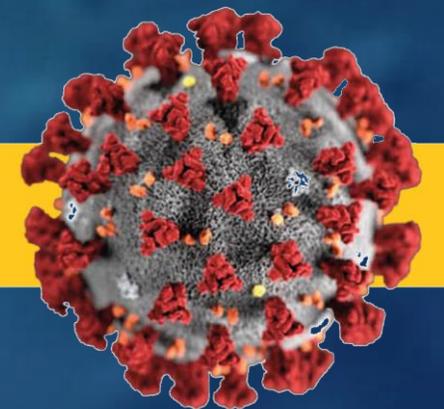


# COVID 19 CONTROLS

THE WEST INDIAN TOBACCO COMPANY LIMITED

PRESENTER : LISELLE WALTERS

CARIBBEAN EHS MANAGER



# COVID 19 Control Strategy



Contact Elimination  
& Substitution



Engineering Controls



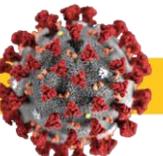
Administrative  
Controls



Personal protective  
Equipment

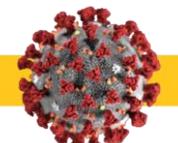


Crisis Planning



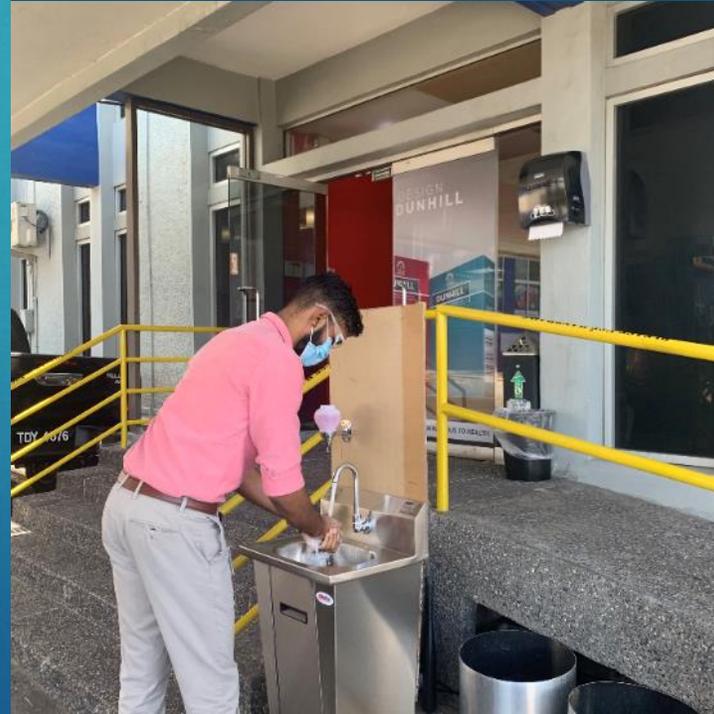
# Contact Elimination & Substitution

- ▶ Elimination of direct person to person contact
  - ▶ Electronic Meeting
  - ▶ Remote Trade Visits
    - ▶ Zoom , Teams , What's App , Calls
- ▶ Minimization of persons on site
  - ▶ Employee Scheduling
    - ▶ Business Critical
    - ▶ Flexi Hours / Days
    - ▶ Strictly Work From Home
  - ▶ Control of Visitors and External Persons To Site
    - ▶ Pre Approval protocol implemented



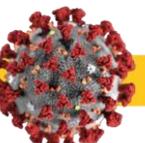
# Engineering Controls

- ▶ Personnel Sanitization
  - ▶ Hand wash Stations installed at strategic locations throughout the site
- ▶ Facility Sanitization
  - ▶ Routine sanitization of high touch points and workstations
- ▶ Equipment Sanitization
  - ▶ Sanitization of all equipment touch points at end of shift
- ▶ Trade team Vehicle
  - ▶ Sanitization of vehicle touch points



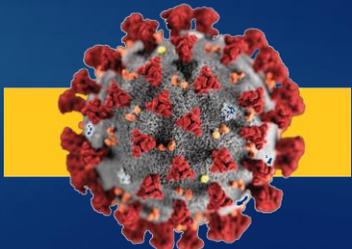
# Administrative Controls

- ▶ Health Monitoring
  - ▶ Temperature screening
  - ▶ Daily health questionnaire's
- ▶ Social Distancing
  - ▶ Revised layout of common areas e.g. canteen
  - ▶ Revised layout of offices
    - ▶ Remove extra furniture
    - ▶ Implementation of flexi work hours and scheduling of employees to work from home.



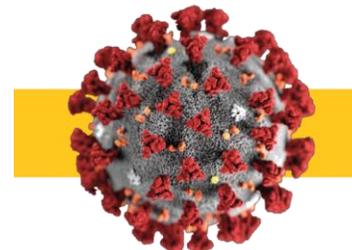


# Personal Protective Equipment Usage



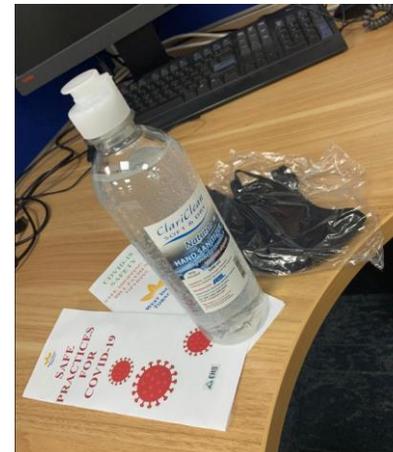
# Crisis Planning

- ▶ Business Continuity Planning
- ▶ Measures to be implemented if an employee contracts COVID 19
  - ▶ Treatment of employee
  - ▶ Contact tracking of employee movements
  - ▶ Reporting to local authorities
  - ▶ Sanitization of work area
    - ▶ Equipment and Personnel



# Staff Awareness

- ▶ Information Sessions for staff with health professions
  - ▶ Signs
  - ▶ Symptoms
  - ▶ Steps to be taken to stay safe
  - ▶ What to do if suspected to have contracted COVID 19





# Thank You!

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