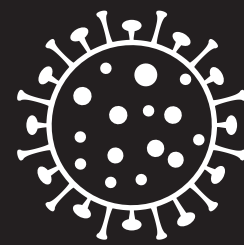# COVID-19 Return to Work Safely Protocol

Role of Lead Worker Representative(s)

The Government's COVID-19 Return to Work Safely Protocol asks employers to appoint at least one Lead Worker Representative to work with them to prevent the spread of COVID-19 in the workplace. This poster aims to help you to understand the role of a Lead Worker Representative.

What is the role of a Lead Worker Representative?

- Help out with putting in place the COVID-19 control measures.

- Communicate regularly with your employer, and assist in providing COVID-19 health advice to your co- workers.

- Carry out regular checks that COVID-19 control measures are in place.

- Keep a record of non-compliance with COVID-19 workplace controls.

- Report to your employer / manager any problem areas or non-compliance.

- Listen to the concerns of fellow workers and raise them with your employer.

- Help keep your fellow workers up to date with the latest COVID-19 advice from Government.

- Help as part of a response team in managing someone with symptoms of COVID-19 at the workplace.

What will my employer do?

Your employer will:

- provide you with the information you need to carry out the role

- provide you with relevant training

- provide you with a COVID-19 Induction

- consult with you when putting control measures in place to keep you and other workers safe

- make you aware of the control measures they have put in place

- tell you about any impact on or changes to emergency plans or first aid

- agree a system for addressing concerns and regular communication with you.

How do I prepare for the role?

- Be familiar with the Return To Work Safely Protocol and the public health recommendations.

- Complete the COVID-19 return to work form and give it to your employer.

- Complete the COVID-19 Induction that your employer provides.

- Keep up to date with the latest COVID-19 advice from Government.

- Know the signs and symptoms of COVID-19.

- Understand how to stop the virus from spreading.

- Know the cleaning requirements needed to prevent the spread of the virus.

Where can I get further information on preventing COVID-19 in the workplace?

Contact HSA on:
wcu@hsa.ie

LoCall HSA: 1890 289 389

For Daily Updates visit:
www.gov.ie/health-covid-19   www.hse.ie   www.hsa.ie/COVID19

Signs and Symptoms of COVID-19
www2.hse.ie/conditions/coronavirus/symptoms.html

How COVID-19 is spread
www2.hse.ie/conditions/coronavirus/how-coronavirus-is-spread.html

Return to Work Safely templates and checklists:
https://tinyurl.com/HSA-Template-and-Checklists

Return to Work Safely Protocol
www.gov.ie/en/publication/22829a-return-to-work-safely-protocol/

HEALTH AND SAFETY AUTHORITY