

26th May 2020

Briefing Note

CECA Scotland Member Briefing:

COVID-19 - CECA SCOTLAND UPDATE

Introduction

CECA Scotland will be producing regular updates to keep member companies updated on new developments relating to the Covid-19 coronavirus and its impact on the Scottish civils sector. This briefing will be delivered daily and posted on our website. If you would like further information or to share your experiences about how COVID-19 is impacting on your business, contact our Chief Executive, Grahame Barn: 07976 199615 or grahame@cecascotland.co.uk.

COVID-19 Safer Workplaces

The Scottish Government has today (26th May) issued a joint statement with Police Scotland, Health and Safety Executive and local authorities on safe workplaces which you can read in full [here](#).

In summary, the statement says:

- It is essential that physical distancing continues to be practiced along with other good hygiene practice such as regular and thorough hand washing and good respiratory etiquette. This applies equally to employees, customers and all those on business premises.
- It is essential that employers also carry out a COVID-19 risk assessment and these should be developed, where possible, alongside workplace health and safety representatives.
- Employers should continue to put in place measures to keep workers safe, including taking steps to help people work from home where they can do their job in this way, providing handwashing and hygiene procedures in line with guidance, and taking steps to maintain a minimum 2-metre distance between people in the workplace.
- The Scottish Government and the regulators will ensure that there is effective advice and guidance in place to support employers meet these obligations.

New *Test and Protect* Advice for Employers

In line with the new NHS Scotland *Test and Protect* programme, which goes live across Scotland from Thursday 28th (more details in today's statement from the First Minister [here](#)), the Scottish Government has today published new advice for employers on helping staff who need to self-isolate at home. No worker should be financially penalised by their employer for following medical advice to stay at home, and any absence from work relating to COVID-19 should not affect future sick pay

entitlement, result in disciplinary action or count towards any future sickness absence related action.

As part of *Test and Protect*, Scotland's approach to implementing the '[test, trace, isolate, support](#)' strategy, the NHS will test people who have symptoms, trace people who may have become infected by spending time in close contact with someone who tests positive, and then support those close contacts to self-isolate. That means if they have the virus they are less likely to pass it on to others. Employers will play a vital role in ensuring that their employees are aware of and able to follow the public health guidance

What should employers do?

- Employers should follow [public health guidance](#) if an employee becomes unwell with coronavirus symptoms at work. The person should leave work to self-isolate straight away and, if possible, wear a face covering on route and avoid public transport. Direct your employees to www.nhsinform.scot or, if they can't get online, call 0800 028 2816, to arrange to get tested.
- Until they have been tested and told if it is safe to leave home, employers should make sure that staff do not have to, or feel that they have to, come in to work. Employees can request an isolation note through [NHS Inform](#).
- People who have tested positive for the virus will need to self-isolate for a minimum of 7 days. NHS contact tracers will interview them and get in touch with people they have been in close contact with and tell them they must self-isolate for 14 days.
- If your employees are informed by a contact tracer that they should isolate, you should help them to do so straight away. They may feel well, as the virus could still be incubating when they are asked to isolate. Some people who are asked to isolate may not become unwell, but they must stay at home and self-isolate for the full 14 days. You can ask them to work from home if they are able to and they are not unwell.
- Give employees as much support as you can while they are away, including by protecting their income; checking in on them remotely and keep in touch as they self-isolate and asking them if they need help with picking up food, medicine or other essentials.
- Employers should not ask someone isolating to come into work before their period of isolation is complete, in any circumstances.

You can read the employer guidance in full [here](#). People asked to self-isolate should follow the new Test and Protect guidance [here](#)

COVID-19 Test and Protect - Summary

New Scottish Government guidance published today (26th May) advises on what you should do if you have to stay at home to isolate because of COVID-19. Read it [here](#).

For more information please contact Grahame Barn on grahame@cecascotland.co.uk

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From Thursday 28th May, if you experience any COVID-19 symptoms, please book a test straight away on [NHS Inform](#) or by calling NHS 24 on 0800 028 2816.

Sector Guidance for Easing Lockdown: Support to work safely

New guidance has been published today (26th May) for retailers and manufacturers to consider how people can safely return to work, with updated guidance for construction “to published later in the week”.

- Read Cabinet Secretary, Fiona Hyslop MSP’s statement [here](#).
- Read the new guidance for the Scottish manufacturing sector [here](#).
- Read the new COVID-19 guidance for the Scottish retail sector which can be read [here](#) and guidance for [shoppers](#).

COVID-19 Sick Pay Scheme now open for claims

From today (26th May), employers can submit claims through the Coronavirus Sick Pay Rebate Scheme [here](#).

Scottish Civil Engineering Awards 2020 (Closing Soon)

A reminder that the deadline for the Scottish Civil Engineering Awards 2020 is Monday 1st June. As the civils sector restarts over the next few weeks, it will be more vital than ever to showcase the crucial contribution civil engineering makes to the Scottish economy and the everyday difference decent infrastructure makes to people’s life’s and well-being. The Awards are a unique opportunity to showcase and celebrate the success of Scotland’s civil engineers.

How to enter

You can find full details, including an Application Pack, at: <https://cecascotland.co.uk/scottish-civils/> or just an application form [here](#). You can also watch the 2019 Awards [video](#), which highlights all shortlisted and winning projects last year. Projects with an outrun value of £2 million or less can now enter for free. Please return to cara@cecascotland.co.uk by 5pm on **Monday 1st June**.

CECA Human Resources & Covid-19 Webinar

CECA National are holding a webinar on HR and Covid-19, to take place on Wednesday 27 May from 2.00pm-3.30pm. On hand to address your concerns will be industry legal expert and CECA Employment Adviser Gerry Lean and CECA Chief Executive Alasdair Reisner. The webinar will

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provide an overview of HR issues that are arising from the pandemic, leaving a substantial amount of time for members' questions. If you would like to join the webinar, please register [here](#).

UK Government sets out a timeline for retail to reopen in June (England only)

The UK Government announced yesterday (25th May), a roadmap for reopening a broader range of shops starting from next week. From **1 June 2020**, it intends to allow outdoor markets and car showrooms to reopen, subject to all premises being made COVID-secure. From **15 June 2020**, UK Government intends to allow all other retailers to open, if the Government's five tests are met and they follow the COVID-19 secure guidelines. You can read the full statement [here](#).

Updated guidance for the retail sector has been published alongside this announcement, detailing the measures retailers should take to meet the necessary social distancing and hygiene standards. You can find the guidance, which applies in England only, [here](#).

UK Government Guidance on working safely during COVID-19 (England only)

The UK Government yesterday (25th May) updated their guidance on working safely during COVID-19. You can read this England only guidance [here](#).

The Scottish Government's latest COVID-19 advice for businesses can be read [here](#)

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