

COVID 19

LATEST PUBLIC HEALTH DIRECTIONS - GUIDANCE FOR BUSINESSES

Following the decision made by the Civil Contingencies Authority ('CCA') on the advice of the Director of Public Health, new directions made by the Committee for Health & Social Care have been brought into force which will have an effect on how you operate your business. **Please read this guidance note carefully so that you understand how you may operate your business lawfully.**

The intent of the directions is to **limit human to human contact and social gatherings** in light of the risk to public health caused by the spread of Severe Acute Respiratory Syndrome Coronavirus 2, the virus causing the disease COVID-19 **and this should be considered at all times when considering how you operate your business.**

What do the directions say?

- You will **not be able to operate** your business as normal, if your premises are one of the following types
 - Licensed premises (pubs and clubs).
 - Cinemas and theatres.
 - Restaurants and cafes.
 - Retail outlets, **other than certain essential retail outlets (see LIST A below).**
 - Libraries.
 - Community and youth centres.
 - Indoor and outdoor leisure facilities.
 - Community places within parks.
 - Places of worship.
 - Hotels, guest houses, any other premises used for the purpose of the provision of sleeping accommodation, board, lodging or board and lodging for reward and campsites.

This is because the directions prohibit persons from entering and remaining on the premises, since these premises typically attract large gatherings of people.

- If your business premises type is not listed above, then you **can** operate your business, but, unless your business involves "essential workers", this is restricted to only two people on the premises at one time, ensuring that you are able to comply and abide with the strict social distancing requirements in place (people should be spaced more than 2 metres apart).

- If you operate a business that doesn't have premises, such as window cleaning, gardening, or external decorating and outdoor building trades, then you can **only continue to provide services as long as no more than two people are gathered at one time**, ensuring that you are able to comply **and** abide with the strict social distancing requirements in place (people spaced more than 2 metres apart). You should not however meet with any customers or clients whilst working, unless done so remotely (e.g. over the telephone) or enter their homes unless you are a sole trader and the household you are visiting consists of only one person, (which would fulfil the restriction on no more than 2 persons being gathered together – but you must still maintain social distancing).
- If your business has workers that are defined as essential (see **LIST B** below), then you may operate your business as usual from your premises or other premises ensuring that you are able to comply and abide with the strict social distancing requirements in place (people should be spaced more than 2 metres apart).
- **Essential emergency** home and building repair and maintenance works may be carried out by plumbers, electricians, roofers, scaffolders and all others (repair and maintenance personnel) who reasonably and necessarily provide essential emergency home and building repair and maintenance services under the authorisation dated 26th March 2020 issued by the Committee *for* Health and Social Care. Repair and maintenance personnel must adopt practices designed to minimise wherever possible and practical risks to health, including maintenance of social distancing of at least 2 metres.

List A: Which retail outlets are classed as essential?

- If you are a retailer, you may only allow people to enter your retail premises if the premises are classed as an essential retail outlet. Essential retail outlets must **abide by the strict social distancing requirements** in place (people should be spaced more than 2 metres apart) and ensure sale of **only products that are usually provided from the premises or the types of businesses described below**. In all cases, the items listed as essential must be the primary items sold, either individually or combined and establishments should ensure that non-essential goods are not sold.
- The following is a list of retail and wholesale premises and types of businesses that are considered **essential** retail outlets:
 - retail and wholesale sale of food, beverages and newspapers in non-specialised and specialised stores, including off-licences
 - retail sale of household consumer products necessary to maintain the safety and sanitation of residences and businesses



- pharmacies/chemists and retailers providing pharmaceuticals, pharmaceutical or dispensing services
- opticians/optometrists/audiologists
- fuel stations and heating fuel providers
- retailers involved in the repair of boats, motor vehicles, motorcycles and bicycle repair and related facilities (for example, tyre sales and repairs)
- retail sale of essential items for the health and welfare of animals, including animal feed and medicines, animal food, pet food and animal supplies including bedding
- laundries and drycleaners
- banks, loan agencies, post offices, insurance agencies
- retail sale of safety supply stores (for example, work clothes, Personal Protective Equipment)
- hardware stores, builders' merchants and stores that provide hardware products necessary for home and business maintenance, sanitation and farm equipment, supplies and tools essential for gardening/farming/agriculture
- retail sale of office products and services for individuals working from home and for businesses
- retailers providing electrical, IT and phone sales, repair and maintenance services for home

List B: Which types of workers are classed as essential?

The following is a **list** of what are considered **essential workers**:

Private sector

Private sector employers falling within the below categories should determine which roles are essential to the ability to maintain critical services.

- Workers **ESSENTIAL** to the functioning of any activity necessary to:
 - -Ensure the continuing supply and accessibility of food and other essential goods including
 - Supermarkets and grocery stores
 - Air and sea freight transport
 - Stevedores and other necessary port management activities
 - Freight operators
 - -Ensuring continuing health and community care services including
 - GP surgeries/medical practices/dental practices



- Opticians/audiologists
- Pharmacies
- Residential and nursing homes
- Private and third sector agencies providing care services in a home or other setting (including the care of animals)
- Volunteers that provide services to those in need (Meals on Wheels, Samaritans, etc)
- Those responsible for management of the deceased
- -Those essential to law and order
 - Advocates and staff
- -Those providing private school services and daytime childcare
 - Private primary and secondary schools
 - Nurseries and day-care services
- -Maintain critical national infrastructure (essential staff)
 - Utilities (water, electricity, gas, oil, post)
 - Telecoms providers (essential staff required to deliver mobile and fixed line telecommunication services)
- -Maintain public transport
 - Bus operators and school transport providers
- -Public service broadcasters and other mainstream news media
- Banking services
 - Staff that are critical to providing branch-based services to enable cash and other financial transactions
 - Staff involved in maintaining critical economic infrastructure that requires on-site systems access
- Critical seasonal horticultural work that can be undertaken while adhering to social distancing guidelines
- Services that ensure the cleanliness and hygiene of working environments that can be undertaken while adhering to social distancing guidelines
- Plumbers, electricians, roofers, scaffolders and all others (repair and maintenance personnel) **who reasonably and necessarily provide essential emergency home and building repair and maintenance services.**

Public service

- Workers **ESSENTIAL** to the functioning of:
 - -Courts and Judicial Services
 - -Health and Social Care
 - -Education
 - -Emergency Services (Law Enforcement, Ambulance, Fire and Coastguard)



- -Prison
- -Law Officers
- -States Works
- -Guernsey Waste
- -Ports
- -Regulatory roles directly related to financial stability and banking supervision
- -Treasury
- -Social Security
- -Ancillary staff from the private or public sectors who are essential to supporting the States of Guernsey's response to COVID-19, or civil servants or office holders specified by the Policy and Finance Committee of the States of Alderney, or the Policy and Finance Committee of the Chief Pleas of Sark, as the case may be.

School/College leaders will also invite students to attend if they have specific circumstances of need that the school/college is aware of (for example, looked-after children).



Flow chart – can I operate my business?

Is your business or community establishment one of the following? ;

1. Licensed Premises – (pubs and clubs)
2. Cinema
3. Restaurant and cafés
4. Libraries
5. Community and youth centres
6. Indoor and outdoor leisure facilities
7. Community places within parks
8. Places of worship
9. Hotels, guest houses and any other premises used for the purposes of the provision of sleeping accommodation, board, lodging or board and lodging for reward

Yes

The business or community establishment must close immediately

The only person who may enter the premises is an Essential Worker, the owner, occupier or the manager responsible for the building, or a person who lives in the building.

Note: some hotels, guest houses and other visitor accommodation may be asked to provide emergency accommodation where hotel accommodation or self-catering is strictly being used as part of assisting with measures being lawfully implemented to combat covid-19. However, social distancing must be maintained for guests and any staff at all times?

No

Does your business provide or retail any of the following essential goods or service trades?

1. Retail and wholesale sale of food, beverages and newspapers in non-specialised and specialised stores, including off-licences.
2. Retail sale of household consumer products necessary to maintain the safety and sanitation of residences and businesses.
3. Pharmacies/chemists and retailers providing pharmaceuticals, pharmaceutical or dispensing services.
4. Opticians/optometrists/audiologists.
5. Retail sale of medical and Orthopaedic goods in specialised stores.
6. Fuel stations and heating fuel providers.
7. Retailers involved in the repair of boats, motor vehicles, motorcycles and bicycle repair and related facilities (for example, tyre sales and repairs).
8. Retail sale of essential items for the health and welfare of animals, including animal feed and medicines, animal food, pet food and animal supplies including bedding.
9. Laundries and drycleaners.
10. Banks, loan agencies, post offices and insurance agencies.
11. Retail sale of safety supply stores (for example, work clothes, Personal Protective Equipment).
12. Hardware stores, builders' merchants and stores that provide hardware products necessary for home and business maintenance, sanitation and farm equipment, supplies and tools essential for gardening/farming/agriculture.
13. Retail sale of office products and services for individuals working from home and for businesses.
14. Retailers providing electrical, IT and phone sales, repair and maintenance services for home.
15. Plumbers, electricians, roofers, scaffolders and all others (repair and maintenance personnel) who reasonably and necessarily provide **essential emergency** home and building repair and maintenance services.

Yes

No



Yes

No

You can operate your business, but, unless the business uses "essential workers", the owner or occupier must not allow any event, gathering or meeting consisting of more than two (2) persons, to take place at or on the premises or in the course of conducting the business off the premises.

If your business uses "essential workers", it may continue to trade as usual provided adequate social distancing measures are observed.

If this is not possible, the business must close immediately.

If your business is of a type described in the list of essential retail outlets you must adhere to the following;

- Your business should only provide the essential goods or service trades described in the list above.
- If your retail outlet sells multiple ranges of goods, it is the goods described in the 'Essential Goods' list above which you are permitted to provide from your premises.
- You are obliged to put in place provisions which ensure that 'Social Distancing' is adhered to, and managed. Social Distancing means wherever reasonably practicable, people must observe and maintain a distance of at least two metres from another person, other than a person who is a member of the same household.

If this is not possible, the business must close immediately.

Further information and contact details

If you have any further information on the public health restrictions and how they affect your business, please email trade@gov.gg or call 743803. Please note that this telephone is open Monday to Friday between 9 and 5pm and will not be manned at the weekend. If you need advice over the weekend, please send enquiries to trade@gov.gg and we will contact you as soon as possible.