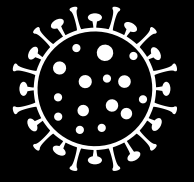


COVID-19 Work Safely Protocol



Role of Lead Worker Representative(s)

01-Dec-2020 - A4

The Government's COVID-19 Work Safely Protocol requires each workplace to appoint at least one Lead Worker Representative to work with the employer 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 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?

For Daily Updates visit:

www.gov.ie

www.hse.ie

www.hsa.ie/COVID19



Contact HSA on:
wcu@hsa.ie

LoCall HSA: 1890 289 389



HSE Translated COVID-19 Resources:
<https://tinyurl.com/HSE-Translated-COVID19>

Work Safely templates and checklists:
<https://tinyurl.com/templates-and-checklists>



HPSC COVID-19 Translated Fact Sheets and Resources
<https://tinyurl.com/HPSC-Translated>

Work Safely Protocol:
<https://tinyurl.com/WSP-20-Nov>



Lead Worker Representative Online Training Course:
<https://www.hsa.ie/LWR/#/>

