**WELCOME TO LEVEL 2**  
**Alert Level 2 Rules for Business**

1. The workplace health and safety protocols that you introduced at Level 3 should remain in place at Level 2, however safe working distances can be reduced to 1 metre instead of 2 metres.
2. You will possibly have some of your staff returning to the workplace that have been working from home up until now and they will need to be inducted into those practices.
3. High-risk workers (based on medical conditions/age) are able to come back to work if they agree with their employer that they are safe to do so.  You need to have a discussion with these people to identify risks and ways to manage them.
4. Customers can now come to your premises, another step on the road to recovery.  You must have contact tracing in place and maintain a distance of at least one metre.
5. Workers are able to travel on public transport again, including air travel.  Make sure you have protocols in place for your staff that travel to keep them safe.  Ensure you discuss this with them and provide them with any PPE they feel they might want to protect themselves.
6. Continue to stress that everyone - workers, contractors and customers - with cold or flu-like symptoms should stay away from your premises.
7. Continue to involve your workers in identifying health and safety risks and how they can best be managed.
8. Limit the number of shared surfaces, and regularly disinfect them.
9. Wash your hands. Wash your hands. Wash your hands.

Continue to do everything you can to reduce the risk of Covid-19 transmission at work. As people extend their personal bubbles to much wider groups, so you need to ensure your workplace bubble is not compromised.  
  
Here are some additional posters you may wish to download:

* [Safe Business Declaration Poster](https://mcusercontent.com/e0d1df530953a2b09567dadbe/files/b1fe7d38-384b-4983-845d-e1c268d42639/Safe_business_declaration_poster.pdf)
* [Contact Tracing Register Notice](https://mcusercontent.com/e0d1df530953a2b09567dadbe/files/53c294ef-57d1-4ce9-9b9f-6c4cfdbe3834/Contact_Tracing_Register_Notice.pdf)
* [Keep 1 Metre Apart](https://mcusercontent.com/e0d1df530953a2b09567dadbe/files/58d1d355-59a2-4b53-b7ee-a23ebd155fa7/Keep_1_metre_apart_poster.pdf)
* [Waiting to Collect](https://mcusercontent.com/e0d1df530953a2b09567dadbe/files/c58a24a4-5a7a-4996-8ab5-52adde149158/Waiting_to_Collect.pdf)