

# KEEPING PARTS MOVING THROUGH COVID-19

## PROTECTING YOUR CUSTOMERS & STAFF DURING COVID-19

Whilst your workshop is open during the coronavirus pandemic there's many practices you can implement to help your customers and staff stay safe.

There's no limit to the preventive measures you can take, so here's some suggestions to get you started.

### FREQUENT CLEANING

- Sanitise surfaces within your premises that are regularly touched.
- These can include door handles, computer keyboards, payment keypads, kitchen appliances, hard surfaces, toilet flush and taps.



### MINIMISE RISK

- Antibacterial handwash should be available within all toilets.
- Provide disposable cups for customers.
- Sanitise buttons of any drinks machine.
- Provide tissues for customers.



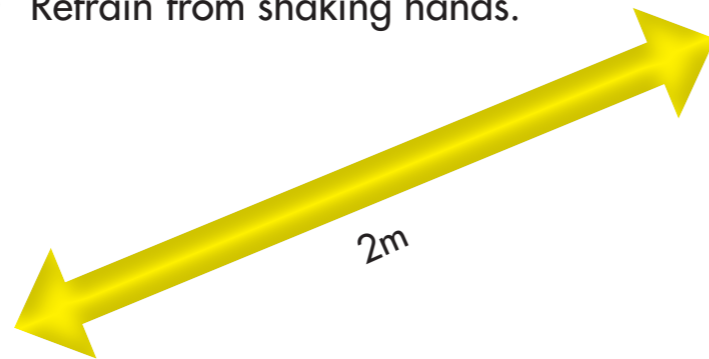
### TAKE CARE WITH MONEY & KEYS

- Encourage customers use their card for payment.
- Wear protective latex / nitrile gloves for cash transactions and when handling keys.
- Wipe vehicle keys with antibacterial wipes.



### MAINTAIN SOCIAL DISTANCING

- Follow the government guidelines issued for maintaining social distancing.
- Minimise the number of customers within your premises.
- Place tape at 2 metre intervals to remind customers to keep their distance.
- Refrain from shaking hands.



### VEHICLE VIGILANCE

- Wear latex / nitrile gloves when working on a vehicle and remember to regularly change them.
- Before turning on the vehicle ignition, switch off air conditioning systems to limit anything being airborne.
- Sanitise the most frequently touched areas of the vehicle before and after any work starts. These include the steering wheel, gear stick, door handles, handbrake, seat buckles and entertainment systems.



### PROVIDE ASSURANCE

- Clearly display a list of the measures your business is undertaking to safeguard those on site.

### KEEP UPDATED

- Visit [www.gov.uk/coronavirus](http://www.gov.uk/coronavirus) to stay up-to-date with the latest government advice and register your email to receive updates.

