

IWGB guidance and measures relating to COVID19
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Dear members,

The IWGB Covid sub-committee has met to agree updated IWGB regulations and measures in light of the changing and evolving situation.

The regulations relate to how staff work, how staff and officials should interact, how officials should work and how members should interact with officials and finally, how actions and demonstrations should happen.

The committee is determined that the regulations should be proportionate, take account of mental health and wellbeing issues, and do not unduly hinder the work of the union.

Please familiarise yourself with the updated regulations and get in touch with your branch Chair - who can direct queries to the COVID sub Committee - if you have any questions, concerns or issues.

The committee will continue to revise the protocols as the situation develops.

1. Guidance and regulations relating to staff working:

1.1 Working in the office:

- Staff are required to take lateral flow tests each day before travelling to the office
- Staff should take reasonable measures to reduce risks associated with travel to the office
- Staff are encouraged to wear masks in the office but this remains a personal choice at this time
- A staff survey is being conducted to manage use of the office in a way that meets all staff needs, the operations manager shall lead on this, with the aim of reducing staff numbers in the office each day
- Staff must follow the guidance of the most recent risk assessment. Risk assessments are over seen by the Operations Manager and you will have received a copy of the most recent risk assessment from Seb Flais.
- These rules also apply to satellite or branch run offices where paid work is happening, such as the Cleaners branch church venue.

1.2 Meetings in the office or with members

- Offices are to be closed for meetings and visitors
- Deliveries should be arranged so that goods are left at the door
- Staff are recommended not to meet with members inside but may decide to meet members outdoors or at their own discretion
- Members and officials must not pressure staff to meet

2. Guidance and regulations relating to Officials and Members

2.1 Branch meetings and other meetings:

- It is recommended that all branch and other member-meetings are moved online. However, this decision remains at the discretion of the branch and individuals.
- Members and officials must not pressure staff to attend meetings in person
- If members are meeting in-person they should take lateral flow tests and reasonable measures to reduce risk

2.2 Guidance relating to actions, demonstrations and pickets

- Actions, demonstrations and pickets can continue but branches must take reasonable steps to minimise risk where possible
- Actions should not wilfully put targets, other members, or members of the public at risk of COVID or perceived risk

3. IWGB demands for employers and guidance for employees

- The Covid sub committee will continue to develop union campaigning around COVID.
- Branches are encouraged to review their COVID demands and the needs of their members and feed this back to the COVID sub-committee