

# Covid Alert Level 2 Office Guidelines



Wash and dry your hands before leaving home.



Sanitise your hands before disarming and arming the building alarm. Sanitise your hands as you enter and exit the building.



Confine yourself to your identified workspaces as much as possible. Alternate break times.



Sanitise high use surfaces frequently (such as door knobs, copy machine, and faucets). Wash and dry or sanitise your hands before/after using any shared equipment.



Sanitise your workspace when you leave and wash and dry your hands when you return home.

Stay Safe and Care for One Another

Diocese of Waikato and Taranaki