

COMMUNICATION TO ALL FACILITIES SERVICES DIVISION EMPLOYEES No.06

In my communication to you on 18 March 2020 I undertook to update you further by the end the week by when we had all hoped the position for Facilities Services Division employees would be clearer. Whilst the position is still not as clear as any of us would have hoped this is what we now know will happen on Monday 23 March:

- All Facilities Services Division frontline employees, who are fit to do so and not required to self-isolate, will report to their normal place of work at the normal time unless they have been advised otherwise by their manager
- This does not apply to School Crossing Patrollers who will not attend work until further notice but who will be paid their full pay as if they were at work
- All Facilities Services Division office-based employees, who are fit to do so and not required to self-isolate, will work as normal, either at their normal place of work or from home if this has been approved by their manager
- From Monday we will provide a packed lunch service across Tayside for all pupils attending school (e.g. children of 'key workers') and for all pupils who are entitled to free school meals
- We will also provide welfare meals for elderly people and vulnerable adults in Dundee
- At present, the Councils are requiring all schools and all non-school buildings to be cleaned
- Janitorial Services will also be required at all schools

We have developed service plans to put in place from Monday and we will be continuously reviewing and revising these plans as events unfold. All of you have been doing a magnificent job and should be very proud of the part your playing in this unprecedented national crisis. You also have an absolute commitment from Tayside Contracts that your health is of paramount importance and you will never be asked to do any work that puts your health at risk.

As you have been advised previously, please continue to refer to advice relating to the impact of COVID-19 for Tayside Contracts' employees on our website www.tayside-contracts.co.uk

If you have not already done so and wish to provide your email address to us in order to benefit from electronic access to communications such as these, please forward your email address to Communications@tayside-contracts.co.uk. We will not forward your email address onto any third parties or use it for any other purpose other than to communicate with you.

Frank Reilly, Head of FM and Human Resources, 20 March 2020