



## Staying safe - Covid-19

As you will know from media reports, a new virus COVID-19 has been reported in a number of locations globally. We have been actively monitoring the situation and its impact across all the geographies where we operate. With all this uncertainty, it's normal to feel overwhelmed and worried about yourself and your family. It's time to be vigilant and take necessary precautions to avoid becoming ill.

- Wash your hands frequently with an alcohol-based hand rub or wash them with soap and water as this will kill viruses that may be on your hands. Ensure to wash your hands for at least 20 seconds.
- Maintain at least 1 metre distance between yourself and anyone who is coughing or sneezing as the small liquid droplets sprayed from their nose or mouth may contain the virus. If you are too close, you can breathe in the droplets.
- Avoid handshakes.
- Avoid touching eyes, nose and mouth as your hands touch many surfaces and can pick up viruses. Once contaminated, hands can transfer the virus to your eyes, nose or mouth. From there, the virus can enter your body and can make you sick.
- Practice good respiratory hygiene by covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately.
- Stay home if you feel unwell. If you have a fever, cough and difficulty breathing, seek medical attention and call in advance. Follow the directions of your local health authority.

No matter what the nature of your issue, or how overwhelming it may seem, the wide scope of expertise available through the EAP is there to support you as you work towards a positive resolution.

**Australia - 1300 361 008**  
**New Zealand - 0800 155 318**