



Australian Rail Track Corporation Ltd

# SAFETY ALERT

ARTC NSW



Issued 29<sup>th</sup> May 2009

## HEALTH AND HYGIENE

With winter fast approaching, the "cold and flu season", is already taking hold.

The current high alert across the world in relation to the Swine Flu outbreak is a timely reminder for everyone to undertake good **Health and Hygiene** practices.

Exposure to other people carrying the Swine Flu virus is almost inevitable as more Australians contract the virus so this is a timely reminder to be extra vigilant for symptoms.

By following a few simple Health and Hygiene principals, the spread of colds and flu can easily be stopped or restricted

- ***Cover your mouth when you cough – avoid coughing "towards people"***
- ***If you have coughed and covered your mouth with your hands – wash your hands – (with soap and water)***
- ***Seriously consider having a "flu-shot" – ARTC will reimburse up to \$35.00***
- ***Plan meetings – avoid having a lot of people jammed into a small room***
- ***Act quickly on cold and flu symptoms – early intervention often controls the severity***
- ***Avoid contact with people wherever possible if you have cold and flu symptoms***
- ***If possible/practical, work from home – speak with your supervisor/manager to see if this can be arranged***

Most people have a desire to attend work everyday, no matter what state of health they are in. While this is commendable, it is often not practical or advisable when ailments such as cold and flu are involved. Everyone has a duty of care to respect the well being of their fellow worker.

***If you have an ailment, that can be transmitted by human contact, please consider the points listed above.***

### **ACTION:**

- **Ensure all Employees under your control, have the information of this safety alert clearly explained to them.**