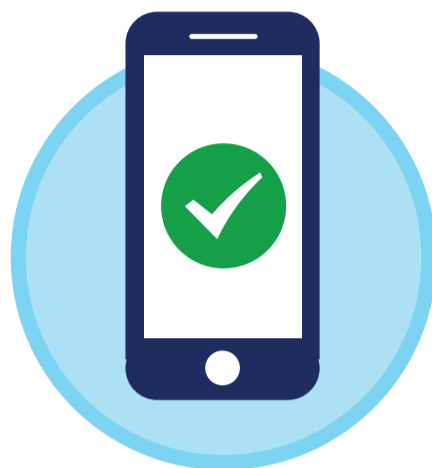


COVID-Safe etiquette in the workplace

Play your role in keeping DCJ COVID-Safe by following these simple steps.



Are you sick?
Stay home and tell
your manager.



Sign in each day
to enable contact
tracing or use the
method advised by
your division.



Regularly clean
your hands with
soap or sanitiser when
entering the building
and using touch points.



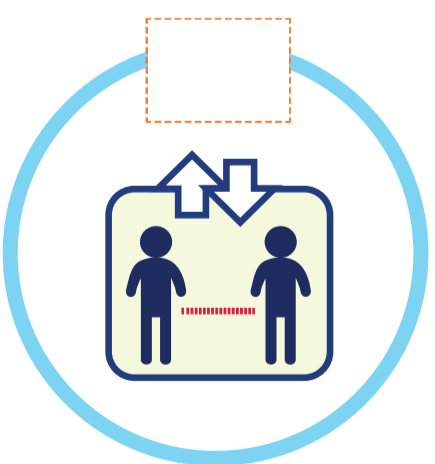
Wipe down personal
and shared items
before and after use at
your desk, in meeting
rooms and in the
kitchen. Correctly store
items away after use.



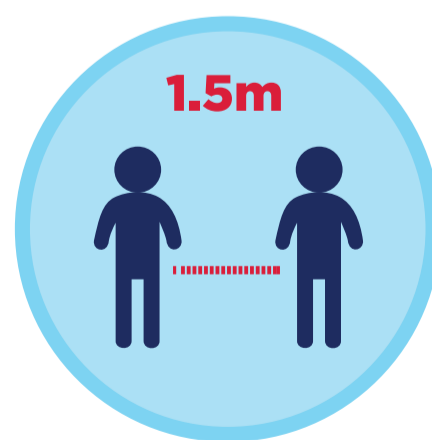
Take note of desk
stickers – green is
COVID-Safe while
red is not.



Wear a mask
whenever you can't
physically distance
or if your role
requires you to.



Follow all COVID-Safe
signage including
capacity limits for lifts
and meeting rooms.



Maintain a physical
distance of 1.5 metres
from others in the
workplace including
lifts and meetings.



Place all rubbish in
communal bins which
are now found in
common areas.