

# census 2021

## **COVID 19 and Non Compliance Roles**

This guidance is aimed at providing instructions on how to carry out activities that are unique to Non-Compliance roles. The guidance is in addition to the Covid-19 training all members of staff will have undertaken during their training period.

### **Doorstep Routine**

As per your training, before approaching a property you should make use of the hand sanitiser and put on your face covering. Full instructions on how to maintain proper hand hygiene and use of the face covering can be found in the Covid-19 training.

After knocking on the door, you should step back 2 metres in order to establish a safe social distance. If invited inside you should first maintain the 2-metre social distancing and avoid touching any surfaces. Ensure your face covering is always worn when inside the property. Inform the homeowner of the control measures that are in place to alleviate any concerns they may have about entering the property.

Before entering the property, you should carry out a dynamic risk assessment. Take into consideration the following:

- Is the homeowner showing any symptoms of Covid-19?
- How many people are in the property?
- Will there be adequate room for social distancing within the property?
- Does the property seem unhygienic?

If you feel it is not safe, for whatever reason, DO NOT enter the property.

### **Crossing the Threshold**

If possible, you should maintain 2-metre social distancing while inside the property. In instances where this cannot be achieved then the duration of contact should be no longer than 15 minutes if the distance between yourself and the respondent is more than 1 metre, and no longer than 1 minute if contact of less than 1 metre is required.

While in the property you should:

- Avoid touching unfamiliar surfaces
- Do not accept anything that is offered to you i.e. food/drinks
- Do not touch any animals within the household
- If paper products need to be exchanged, then place these in an area where the individual can access them and move back to maintain social distancing. Once completed, the documents should be placed into the secure envelope or bag and hands should be cleaned with the sanitiser.
- Ask the individual to use their own pen if available. If they are required to use your pen this should be sanitised straight after use.

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## **Car Sharing**

Current government guidance permits the sharing of vehicles if necessary, for work purposes. Ensure you follow the below while carrying out this aspect of your role:

- Open windows for ventilation
- Travel side by side or behind other people, rather than facing them, where seating arrangements allow
- Consider seating arrangements to maximise distance between people in the vehicle
- Clean your car between journeys using standard cleaning products - make sure you clean door handles and other areas that people may touch.
- All passengers should wear face coverings while travelling together