

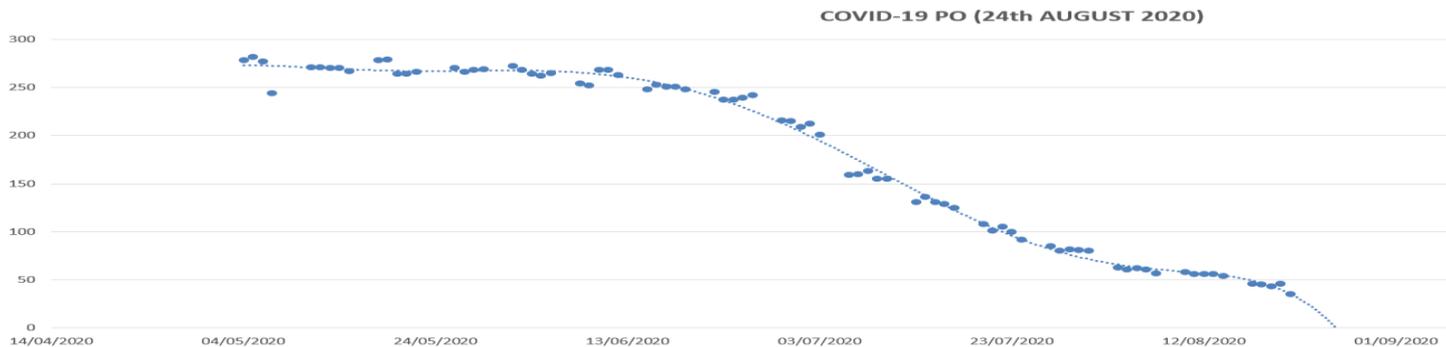
Weekly Brief – 28th August

In today's brief:

- Return to Work Update
- C19 Contact - Definitions
- Cyber Threat Warning

Return to Work

The return to work plan is being maintained and as you can see in the graph, our numbers safely returning to site continue to improve in line with our C19 arrangements.



We will continue to utilise a mix of working at site & working from home, which will continue up to the Xmas period, unless in the interim something changes significantly.

Also, from Monday 31 August, we will be encouraging people to wear face coverings in communal areas i.e. kitchens, corridors, stairs etc as part of our enhanced 1m+ arrangements. Face coverings are being issued as part of our return to work programme

We have received excellent feedback this week across a number of our project workfaces, which is down to the sheer hard work from all our team members. Please keep it going, keep looking out for each other as we continue to provide safe efficient delivery at site.

C19 – Contact definition

UK Government definition: What do we mean by a ‘contact’?

A ‘contact’ is a person who has been close to someone who has tested positive for COVID-19 anytime from 2 days before the person was symptomatic up to 10 days from onset of symptoms (this is when they are infectious to others). For example, a contact can be:

- people who spend significant time in the same household as a person who has tested positive for COVID-19
 - sexual partners
 - a person who has had face-to-face contact (within one metre), with someone who has tested positive for COVID-19, including:
 - being coughed on
 - having a face-to-face conversation within one metre
 - having skin-to-skin physical contact, or
 - contact within one metre for one minute or longer without face-to-face contact
 - a person who has been within 2 metres of someone who has tested positive for COVID-19 for more than 15 minutes
 - a person who has travelled in a small vehicle with someone who has tested positive for COVID-19 or in a large vehicle or plane near someone who has tested positive for COVID-19
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Continued...

SL Information

ASKING YOU TO ATTEND THE TESTING CENTRE

You attend the testing centre if you are working on site or in a nearby off-site office location and start to display Covid-19 symptoms (high fever, a new and persistent cough, or the sudden loss of taste and smell).

If you start to feel these symptoms, you should alert your line manager or team leader, who will then book a test for you by calling the Contact Tracing Team on 019467 85829.

You might also be asked to attend if you have been identified as recently being in close contact with a colleague who has tested positive for Covid-19. By this we mean if, in the 48 hours before your colleague started displaying Covid-19 symptoms, you have:

- Had face-to-face contact with them (less than 1 metre away)
- Spent more than 15 minutes within 2 metres of them
- Travelled in a car or other small vehicle with them (even on a short journey)

Note: You cannot access the testing centre without your line manager booking an appointment for you beforehand (and you will also need your P4 pass). Anyone arriving without a pre-booked test and their identification will not be tested.

Cyber Threat

Potential threat to government IT and social media accounts



We have received information that Extinction Rebellion are planning a digital rebellion over the bank holiday weekend, which is designed to explicitly target government social media accounts, email addresses and phone lines with the intention of shutting them down online.

This means that government teams may potentially be flooded by tweets/mentions/FOI requests etc. Additionally, there could be attacks on the accounts themselves.

Be extra vigilant for spam emails over the bank holiday weekend

There are some simple ways which you can protect yourself and work related information. When using email, remember the following:

- Do not click on links in an email or attachments from senders that you do not recognise. Be especially wary of .zip or other compressed or .exe file types.
- Do not provide sensitive personal information (like usernames and passwords) over email or on any unexpected web sites.
- Watch for email senders that use suspicious or misleading domain names.
- Inspect URLs or links carefully to make sure they are legitimate and not imposter sites – hover your mouse on any links and see if they point where you expect them to go.
- Any suspicious email should be forwarded to the Spam Helpdesk and deleted from your inbox.

Protect yourself.

Extinction Rebellion is a global environmental movement with the stated aim of using nonviolent civil disobedience to compel government action.
