

## **COVID SAFETY MEASURES FOR CAR AUCTIONS**

### **AT CLWYD AUCTION CENTRE**

**PLEASE NOTE:** to adhere with the Government Social Distancing guidelines, we will be adopting strict measures to keep all customers and staff safe. You **MUST** follow these guidelines whilst within all areas of the Clwyd Auction Centre premises.

**FACE COVERING MUST BE WORN ON OUR PREMISES AT ALL TIMES  
YOU MUST PRE-BOOK SEATS IF YOU WISH TO ATTEND THE AUCTION**

- **To reduce the number of people on the premises at any one time you should only attend on your own.**
- **Only persons intent on bidding on a vehicle will be allowed to remain in the main auction room.**
- **You must at all times maintain a safe two metre distance between yourself and others around you.**
- **Only 2 persons at any one time are allowed in the payment reception area. You must follow the safe distance and directional markings and new signs.**
- **You must use the designated entrances and exits.**
- **Hand sanitisers are placed around our premises for customers and colleagues to use. Fast Acting Antibacterial Cleaner will also be available for our customers to use when purchasing a vehicle.**
- **For the safety of you and our staff, protective screens at our processing & payment area are in place. However, please limit the amount of contact with staff.**
- **Payment must be made using a card or bank transfer. Cash will only be accepted in exceptional circumstances.**

Clwyd Auction Centre reserve the right to escort any persons off the premises who are found to be breaking these guidelines.

We have put in place measures to make sure all public areas are spotlessly clean.

However, we do ask that all attending Clwyd Auction Centre make sure that they follow the recommended Government advice:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

# Staying COVID-19 Secure in 2020

We confirm we have complied with the government's guidance on managing the risk of COVID-19

## ● FIVE STEPS TO SAFER WORKING TOGETHER ●

- ✓ We have carried out a **COVID-19 risk assessment** and shared the results with the people who work here
- ✓ We have **cleaning, handwashing and hygiene procedures** in line with guidance
- ✓ We have taken all reasonable steps to **help people work from home**
- ✓ We have taken all reasonable steps to **maintain a 2m distance** in the workplace
- ✓ Where people cannot be 2m apart, we have done everything practical to **manage transmission risk**

Employer \_\_\_\_\_ Date \_\_\_\_\_

Who to contact: \_\_\_\_\_ Your Health and Safety Representative  
(or the Health and Safety Executive at [www.hse.gov.uk](http://www.hse.gov.uk) or 0300 003 1647)