

Colin Aquilina

From: Colin Aquilina
Sent: 26 February 2020 16:49
To: Colin Aquilina
Cc: Rachel Vella; Charles Vella; Simon Vella; Raylene Debattista; Silvio Spiteri
Subject: Health & Safety Update

ATTENTION ALL ROCS TEAM MEMBERS

Dear all,

Good afternoon. I trust you are fine!

As all are aware, the outbreak of COVID-19 in Europe has increased over the past few days. We would like to remind everyone to take the appropriate measures to ensure that our workplace remains a healthy environment to be in.

Some valuable suggestions as per below -

- Clean your hands thoroughly and often with soap and water.
- Use a tissue to cover your mouth and nose when you cough or sneeze. Do not cough or sneeze into your bare hands. Use your elbow to cover your mouth.
- Throw away used tissues immediately.
- Avoid touching your eyes, face, and mouth unnecessarily.
- Make sure to wash your used mugs and glasses.
- If you are feeling unwell with any of the following symptoms (fever, cough, shortness of breath) do not come to work, but contact your family doctor and the Health authorities on 21324086. Health Authorities are advising people to call this number instead of visiting health centres to reduce the chance of infection.

I trust you all appreciate that the above email is meant to guide all the different teams to follow simple yet valuable practices.

Good day,

Colin

Colin Nicholas Aquilina
Chief Executive Officer



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