



Green Farms Nut Company

Employee guidelines

COVID-19 – Frequently asked questions

What is a coronavirus and COVID-19?

Coronaviruses are a large family of viruses known to cause respiratory infections. These can range from the common cold to more serious diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS). This new coronavirus originated in Hubei Province, China and the disease caused by the virus is named COVID-19.

How is this coronavirus spread?

COVID-19 is most likely to spread from person-to-person through:

- Close contact with a person while they are infectious or in the 24 hours before their symptoms appeared.
- Close contact with a person with a confirmed infection who coughs or sneezes.
- Touching objects or surfaces (such as door handles or tables) contaminated from a cough or sneeze from a person with a confirmed infection, and then touching your mouth or face.

What are the symptoms of COVID-19?

The common symptoms of COVID-19 are similar to other colds and flus and include:

- Fever
- Sore throat
- Cough
- Fatigue
- Difficulty breathing

While coronavirus is of concern, it is important to remember that most people displaying these symptoms are likely suffering with a cold or other respiratory illness – not coronavirus.



What do I do if I develop symptoms?

If you develop symptoms within 14 days of arriving in South Africa or within 14 days of last contact with a confirmed case, you should arrange to see your doctor for urgent assessment.

You should call the health clinic or hospital before you arrive and tell them your travel history or that you have been in contact with a confirmed case of coronavirus. You must remain isolated either in your home, a health care setting until public health authorities inform you it is safe for you to return to your usual activities.

Should I be tested for COVID-19?

Your doctor will tell you if you should be tested. They will arrange for the test.

You will only be tested if your doctor decides you meet the criteria:

- You have returned from overseas in the past 14 days and you develop respiratory illness with or without fever
- You have been in close contact with a confirmed COVID-19 case in the past 14 days and you develop respiratory illness with or without fever
- You have severe community-acquired pneumonia and there is no clear cause
- You are a healthcare worker who works directly with patients and you have a respiratory illness and a fever

If you meet any of these criteria, your doctor can request you are tested for COVID-19. It is important to remember that many people with symptoms similar to COVID-19 will not have the virus. Only suspected cases are tested to ensure our labs are able to cope with the demand. There is no need to test people who feel well and do not meet the criteria above.

Who needs to isolate?

All people who arrive in South Africa from midnight 15 March 2020, or think they may have been in close contact with a confirmed case of coronavirus, are required to self-isolate for 14 days.

Someone I live with is getting tested for COVID-19. Should I self-isolate and get tested as well?

If a household member is a suspected case, you may need to be isolated. This will be determined by your public health unit on a case-by-case basis. Your public health unit will contact you if you need to isolate.



What does isolate in your home mean?

If you have been diagnosed with COVID-19, you must stay at home to prevent it spreading to other people. You might also be asked to stay at home if you may have been exposed to the virus.

Staying at home means you:

- do not go to public places such as work, school, shopping centres, childcare or university
- ask someone to get food and other necessities for you and leave them at your front door
- do not let visitors in — only people who usually live with you should be in your home

You do not need to wear a mask in your home. If you need to go out to seek medical attention, wear a surgical mask (if you have one) to protect others.

You should stay in touch by phone and on-line with your family and friends.

What is social distancing?

Social distancing is one way to help slow the spread of viruses such as COVID-19. Social distancing includes staying at home when you are unwell, avoiding large public gatherings if they're not essential, keeping a distance of 1.5 metres between you and other people whenever possible and minimising physical contact such as shaking hands, especially with people at higher risk of developing serious symptoms, such as older people and people with existing health conditions.

There's no need to change your daily routine, but taking these social distancing precautions can help protect the people in our community who are most at risk.

Who is most at risk of a serious illness?

Some people who are infected may not get sick at all, some will get mild symptoms from which they will recover easily, and others may become very ill, very quickly. From previous experience with other coronaviruses, the people at most risk of serious infection are:

- People with compromised immune systems (e.g. cancer).
- Elderly people.
- People with chronic medical conditions.
- People in group residential settings.
- People in detention facilities.
- Very young children and babies. *



*At this stage the risk to children and babies, and the role children play in the transmission of COVID-19, is not clear. However, there has so far been a low rate of confirmed COVID-19 cases among children, relative to the broader population.

How is the virus treated?

There is no specific treatment for coronaviruses. Antibiotics are not effective against viruses. Most of the symptoms can be treated with supportive medical care.

How can we help prevent the spread of coronavirus?

Practising good hand and sneeze/cough hygiene and keeping your distance from others when you are sick is the best defence against most viruses. You should:

- Wash your hands frequently with soap and water, before and after eating, and after going to the toilet.
- Cover your cough and sneeze, dispose of tissues, and use alcohol-based hand sanitiser.
- If unwell, avoid contact with others (stay more than 1.5 metres from people).
- Exercise personal responsibility for social distancing measures.

Can I go to public gatherings such as concerts and sporting events?

Currently, South Africa does not have widespread community transmission of COVID-19. To help slow the spread, the South African Government has advised, effective from Monday 16 March that organised, non-essential gatherings should be limited to 100 people.

Non-essential meetings or conferences of critical workforces, such as health care professionals and emergency services, should also be limited. This advice does not include workplaces, schools, universities, shops, supermarkets, public transport and airports.

To protect vulnerable South Africans, the Government has also advised reducing visitors to all residential aged care facilities and remote communities.

These precautions are most important for people over 60, particularly if they have a chronic condition.



What about indoor events like the gym, bars, movies and restaurants?

From 18 March 2020, non-essential, organised indoor gatherings of more than 100 people will no longer be permitted. Gatherings of less than 100 people should follow extra precautions, including:

- Considering the size of the space, the number of people in it, and how much room people have to move around safely. People should be able to keep 1.5 metres apart.
- Hand hygiene products such as soap and water and suitable bins must be available. These must be frequently cleaned.
- You must stay at home if you are feeling unwell.
- You should not spend more than two hours somewhere there is a lot of movement and interaction such as a bar or nightclub.
- You should not spend more than four hours in venues where movement is limited, such as theatres, restaurants, cinemas, and sporting events.
- Maximum capacity requirements at venues should be reconsidered if above 100.

Gyms, bars, restaurants and cinema do not need to close at the moment – as long as they follow the social distancing precautions and practice good hygiene.

What about public transport like planes, buses, trains, ride shares and taxis?

All South Africans should reconsider non-essential travel. While the risk of contracting COVID-19 on a plane is low, non-essential travel is not recommended.

Most public transport is considered to be essential. distance services carry a higher risk of infection and should be reconsidered at this time.

If possible, sit in the back seat of taxis and ride share vehicles.

Group transport of at-risk people, including older people should be avoided where possible.

My workplace has more than 100 people. Can I still go to work?

Yes, you can still go to work. The Government currently recommends that organised, non-essential gatherings be limited to a maximum of 100 people. This advice does not include workplaces, schools, universities, shops, supermarkets, public transport and airports. If you are unwell, you should stay home to avoid spreading germs to others.

What about sports and activities?



Major sporting events and community activities may be postponed or cancelled depending on the size of the event and the expected number of attendees.

Community sport can continue at this stage. However, only essential participants should attend activities, i.e. players, coaches, match officials, staff and volunteers involved in operations and parents/guardians of participants

Should I wear a face mask?

You do not need to wear a mask if you are healthy. While the use of masks can help to prevent transmission of disease from infected patients to others, masks are not currently recommended for use by healthy members of the public for the prevention of infections like coronavirus.

What measures are in place at the factories to ensure no cross-contamination on product and to other people?

Our factories are of the highest food safety standards. Anyone coming into the factory needs to wear protective clothing and sanitise their hands. Workers handling product sanitise their hands frequently and they wear masks. Workers are not allowed to enter our factories if they feel sick. The following measures are in place at processing plants:

1. We are actively encouraging sick employees to stay home. Employees' temperatures are scanned daily - if the reading is above 37°C, they are not to enter the premises.
2. Separating sick employees: Employees appearing to have acute respiratory illness symptoms (i.e. cough, shortness of breath) upon arrival to work or become sick during the day are separated from other employees and sent home immediately.
3. Emphasizing staying home when sick, respiratory etiquette and hand hygiene by all employees: Training regarding COVID - 19 is done at employee level, emphasis on hand washing and sanitizing hourly and half hourly hand sanitizing.
4. Performing routine environmental cleaning: Clean as you go. We also implemented hourly sanitizing of equipment.
5. Personal Protective Equipment: All employees, wear face masks, hairnets, overalls. These do not leave the processing area at lunch breaks or toilet breaks.



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6. Lunch breaks have been split in order to prevent possible risk of contamination to large groups.

I am trying to minimise the risk of people entering my farm. How can I be assured that truck drivers do not spread COVID-19 and infect me or my staff?

As for all other staff, our policy is that drivers should report to management if they experience any symptoms. Drivers are instructed to minimise contact with other people on farms.

[More information](#)

If you have concerns about your health, speak to your doctor.