

Fujifilm (UK) Ltd: Birmingham site response to Coronavirus (COVID-19)

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Circulation	All Fujifilm (UK) Birmingham staff
Sites covered	7 Spitfire Road, Birmingham

Production Process

Whilst we are fully operational we have some distancing measures in place, some of which form naturally. The unit size is relatively small (3,294 square feet) we are able to work almost remotely from each other.

There are three key elements to Production at the Birmingham site: Colour Match, Rolls-Royce Stretching and the Rolls-Royce Stencil Facility.

Effectively, they are in separate rooms with physical walls between each so each person can work in a department separated from the others unless there are times when help is needed which can be minimal. Social Distancing is practised at all times.

Everyone is wearing nitrile gloves for most operations during the day.

The social distancing is helped at present by the fact that there are only two operators on site during normal working hours.

Breaks

We have a separate canteen facility which the operators use on staggered breaks so they are not taking breaks together.

Deliveries / Collections

We have a fairly robust system in place. We have a sign on the front door which explains the process to drivers. They ring the bell and then return to their vehicle whilst we take in any goods delivered. The drivers leave the delivery note for us to sign and once we have taken the goods inside we then leave the note for the driver to collect once we are back inside.

For Rolls-Royce collections the same applies in that the drivers ring the bell and return to their cab whilst we load the vehicle. The driver then signs our collection note and puts it through our letter box once we have completed the load.

Cleaners

They effectively come in and clean the canteen, office and toilet areas. They all wear nitrile gloves and masks and whilst they are on site we cordon off the area where they are cleaning and do not enter until they have vacated the building.

Cleanliness

Although the unit is small we have installed some extra hand sanitiser dispensers provided by our cleaners and have also displayed the posters supplied by Fujifilm regarding regular hand washing around the site and outside/inside, toilet and canteen areas.

Being a small site we don't have visitors but any contractor visits for repairs etc is strictly by appointment only. We haven't had one yet since the COVID-19 issue.