### My controls at Work
- Keep myself up to date with company advice on COVID-19
- Maintain social distancing
- Maintain good hand hygiene and wiping down surfaces and frequent touch points
- Provide support to colleagues
- Maintain focus on safety of personnel
- If working from home setting up the home office space
- If unwell, do not attend work
- Discuss flexible work options with my manager (if applicable)

### My controls at home and outside of work
- Avoid public spaces if they involve close proximity to others
- Maintain good hand hygiene
- Plan any shopping to minimise trips and interactions
- Stay informed on matters related to COVID-19 from local health department and reputable sources (WHO, CDC)

### My General Health
- Flu shot
- Eat healthy and maintain good sleep habits
- Regular physical activity (e.g., going for a run, walk or ride) taking into consideration social distancing

### My Family
- Maintain regular phone communication or via social media
- Ask my family to share any concerns they have
- Ensure they have accurate information about COVID-19 and how to protect themselves
- Plan in place for self-isolation if required to ensure family is separated and protected
- Provide the EAP number to my immediate family
- Planning for recreational activities that can be done in the home

### My Mental Health
- Talk about any concerns I have with my family
- Practice mindfulness or meditation
- Plan after hours activities that are future focused
- Ensure my family and I have a support network
- Know my company EAP details and have this number in my phone
### My Personal Security
- Check security of house, ensure it’s locked during the day when at home
- Be vigilant for scammers

### My Community
- Keep in phone contact with people that are at risk by phone

### Further Support

All [BHP Employee Assistance Program](#) providers details can be found here.