

# Covid-19 Delivery Procedures

**Sysco**  
At the heart of  
food and service



## SUPPLY

- Covid-19 (Coronavirus) and Food: Both the Food Safety Authority of Ireland and the European Food Safety Authority have stated that there is NO evidence that the virus is passed on through food.
- Sysco has engaged directly with suppliers to ensure they are adhering to best practice about protecting their staff and products from possible contamination with Covid-19.
- All supplier deliveries are thoroughly checked by our trained Goods In Team to ensure they meet strict quality specifications.
- Sysco will only ever source approved products from approved suppliers.

## PREMISES & EQUIPMENT

- Equipment sharing minimised to prevent cross contamination.
- Hot desking restricted.
- Anti-bacterial cleaner and wipes available in office to disinfect workstations between uses.
- Hand sanitiser located at various points throughout the building.
- Adequate waste bins provided.
- Specialist external hygiene contractor employed to maintain strict hygiene standards onsite.
- Regular anti-viral static spraying of offices and common areas.





## PEOPLE

- Non-essential staff issued instruction to work from home where possible.
- Non-essential internal & external travel has been deferred.
- Two-metre physical distancing guidelines implemented on sites.
- Staff in office areas separated to ensure sufficient distance between them.
- Department teams restructured / split to ensure separation of critical personnel.
- Microsoft Teams application utilised to conduct meetings and some training.
- Hand sanitiser situated around the building and on all entrances.
- Thermal monitoring in place for all staff and visitors to sites.
- Posters placed around site outlining latest advice surrounding Covid-19 for staff.
- Adequate washing facilities available.
- Disposable gloves and protective face masks provided to at-risk staff as required.
- Only essential visitors and service contractors permitted on site (Post/Delivery, essential maintenance contractor).
- Visitor self-declaration forms in place verifying illness-free and recent travel history.
- Employee return to work self-declaration in place for long term absence and foreign travel.
- Staff instructed to stay at home if unwell and self-isolate for 14 days if showing any signs of Covid-19 infection.
- All staff informed, trained and kept updated with regard to all new guidelines and practices in place due to Covid-19.
- All operational staff have completed food safety refresher training including updates on control of Covid-19.

## CUSTOMER DELIVERIES

- All drivers issued with hand sanitiser / sanitiser wipes / gloves and face masks.
- All drivers temperature screened prior to starting shift.
- Drivers to maintain social distancing and regular hand sanitising during deliveries.
- Drivers to disinfect vehicle cabins before and after each use.
- Delivery vehicles regularly deep cleaned by trained operators.

