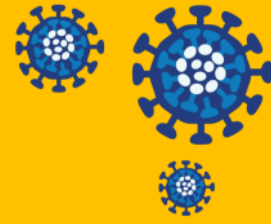


# Ten ways to reduce your risk of coronavirus (COVID-19)



- **Wash** hands often with soap and running water, for at least 20 seconds. **Dry** with paper towel or hand dryer.
- **Try** not to touch your eyes, nose or mouth.
- **Cover** your nose and mouth with a tissue when you cough or sneeze. If you don't have a tissue cough or sneeze into your upper sleeve or elbow.
- **Report** immediately to HR if you feel sick. If you take medication ensure you have adequate supplies.
- **Phone** your GP if you need medical attention. They will tell you what to do.
- **Continue** healthy habits: exercise, drink water, get plenty of sleep.
- **Wearing** a face mask is not necessary if you are well.
- **Keep** surfaces clean. Clean work surfaces regularly to help get rid of germs.
- **Get** the flu shot (available April).
- **Avoid** shaking hands.



Find out more

[www.health.gov.au](http://www.health.gov.au)

If you are concerned, call the

**Coronavirus Hotline 1800 020 080**

Please keep Triple Zero (000) for emergencies only



Keeping Your Business Safe with FTMA Australia