

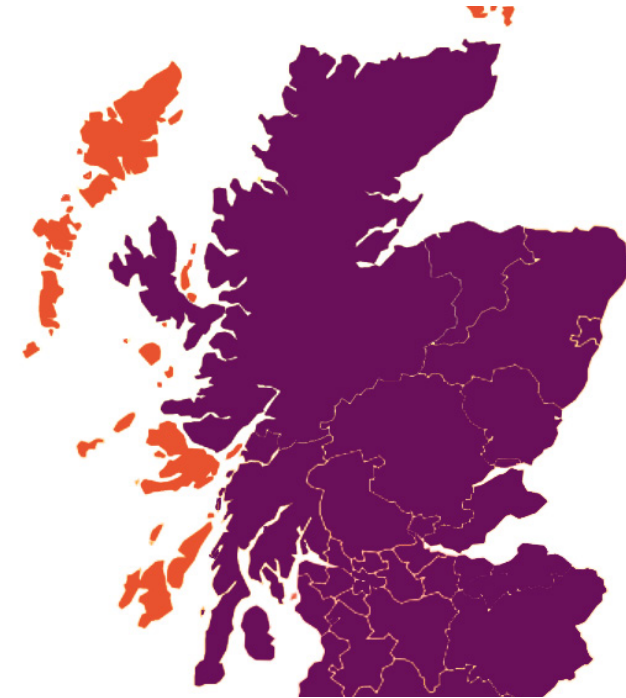
Your Services - FACTORING

What your local protection level means for your services



What level is my local authority at?

Full lock down	Purple	(All mainland areas)	
Highland	Aberdeen City	Aberdeenshire	East Renfrewshire
Scottish Borders	Moray	South Ayrshire	
Falkirk	Clackmannanshire	Edinburgh	
Fife	North Ayrshire	Perth & Kinross	
Dumfries & Galloway	East Ayrshire	East Dunbartonshire	
Glasgow	North Lanarkshire	Renfrewshire	
South Lanarkshire	Stirling	West Lothian	



What does each level mean for my service?

Level	Manager	Cleaning	Repairs & Maintenance Planned works	Communal facilities	Resales
0*	Full contracted hours	Full contracted hours	Allowed	Lounges and guestrooms closed	Allowed
1 & 2	Phased return to full time	Phased return to full time	Allowed except if 2 or more confirmed cases*	Lounges and guestrooms closed	Allowed
3	Two days and daily service calls	Enhanced cleaning regime	Allowed except if 2 or more confirmed cases (14 day stop)	Lounges and guestrooms closed	Allowed
4	One day per week and daily service calls	Enhanced cleaning regime	No internal planned works Emergency/Urgent repairs**	Lounges and guestrooms closed	May be restricted

*No local authority areas are currently in level 0

*This will trigger an internal assessment by the Factoring Manager and the Health & Safety Manager of what work can continue.

**Factoring Manager and Director of AM will consider any critical pieces of planned or cyclical work that must be completed or made safe.