Staying COVID-19 Secure in 2020

We confirm we have complied with the government’s guidance on managing the risk of COVID-19

FIVE STEPS TO SAFER WORKING TOGETHER

✔ We have carried out a COVID-19 risk assessment and shared the results with the people who work here

✔ We have cleaning, handwashing and hygiene procedures in line with guidance

✔ We have taken all reasonable steps to help people work from home

✔ We have taken all reasonable steps to maintain a 2m distance in the workplace

✔ Where people cannot be 2m apart, we have done everything practical to manage transmission risk

Employer: [Signature] [Managing Director] Date: 13.05.2020

Who to contact: ANDREW CLEMSON (or the Health and Safety Executive at www.hse.gov.uk or 0300 003 1647)