Staying COVID-secure

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 safely from a COVID-19 Secure workplace or work from home
- We have taken all reasonable steps to maintain a 2m distance in the workplace. Where people cannot keep 2m apart we have ensured at least a 1m distance and taken all the mitigating actions possible to manage transmission risk
- We have taken all reasonable steps to provide adequate ventilation in enclosed spaces

Signed on behalf of employer

Employer name

Date

Who to contact:

Mary-Anne Price, HR Director & Jackie Egan-Wyer, Office Manager/Exec PA

Who to contact: Your Health and Safety Representative

(or the Health and Safety Executive at www.hse.gov.uk or 0300 003 1647)