



# Staying COVID-19 Secure in 2020

We confirm we have complied with the governments guidance on managing the risk of COVID-19

## Five Steps to Safer Working Together

- We have carried out 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 distand in the workplace
- Where people cannot be 2m apart, we have done everything practical to manage transmission of risk.

Signed .....

A handwritten signature in black ink, appearing to read 'A. Phelps'.

Date .....

15/5/2020