

# STAYING COVID-19 SECURE IN 2020

## 5 STEPS TO SAFER WORKING TOGETHER

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



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



Signed:.....

Date:.....



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