

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: *Exchange Ilford*

Date: *Friday 12th June 2020*

Who to contact: *Sarah de Courcy Rolls: sarah@exchangeilford.co.uk*

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