

Staying COVID-19 Secure in 2020

We confirm we have complied with the government's guidance on managing the risk of COVID

• FIVE STEPS TO SAFER WORKING TOGETHER •

- ✓ We have carried out a **COVID19 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**
- ✓ 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**

Signed on behalf of employer _____



Employer

Borough Council of
**King's Lynn &
West Norfolk**



Date _____

10th July 2020

Who to contact _____

Corporate Health & Safety or Unison West Norfolk

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