



# Staying COVID-19 Secure in 2020

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

## SEVEN 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 the 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**
- ✓ Our systems and control measures are **audited by an independent third party** on a regular basis.
- ✓ We periodically review our control measures to ensure they **remain effective and up to date** with government guidance.

Who to contact: [Vesna@vgtechnical.co.uk](mailto:Vesna@vgtechnical.co.uk)  
(or the Health and Safety Executive at [www.hse.gov.uk](http://www.hse.gov.uk) or 0300 003 1647)

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