

FIVE KEY STEPS TO KEEP WALES SAFE AT WORK

We confirm we have complied with the Welsh Government's 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 are helping **our staff to work from home** whenever possible
- ✓ We are taking action to ensure that, where possible, **2m physical distancing** is maintained between people on our premises
- ✓ We are implementing other measures to help reduce the risk of being exposed to COVID-19 on our premises, for example, **increased cleaning, handwashing and good hygiene procedures**
- ✓ We are actively implementing the **Test, Trace, Protect** programme

Employer _____ Date _____

Who to contact: _____ Your Health and Safety Representative
(or the Health and Safety Executive at www.hse.gov.uk or 0300 003 1647)