







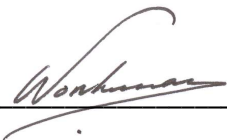
Staying COVID-19 Secure in 2020

We have complied with the Government's guidance on managing the risk of COVID-19

SIX STEPS TO SAFER WORKING TOGETHER

-  We have carried out a **COVID-19 risk assessment** and shared the results with the building management team and our service partners
-  We have regular **enhanced cleaning regimes** in place that cover all regularly touched surfaces
-  All members of the building management team and our service partners **observe handwashing and hygiene procedures** in line with guidance
-  We have taken all reasonable steps to communicate with and assist our occupiers to implement their own **COVID-19 controls**
-  We have taken all reasonable steps to **maintain a 2m distance** in the common areas and also within our staff areas
-  Where people cannot be 2m apart, we have done everything practical to **manage transmission risk**

Building Management _____



Date _____

Contact

Phone:

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