



Staying safe from Covid-19 whilst at work

Herding Hill confirm that they have complied with the government's advice on managing to risk of Covid-19 to our employees

Our key steps to ensure that we work safely together are:

- We have carried out a Covid-19 risk assessment on our site and shared the results with our employees
- We have implemented all reasonable social distancing procedures, to maintain a 2m distance
- We are exercising good hygiene practices, including cleaning, sanitising and hand-washing in line with the official guidance
- We have ensured that our site is low touch/no touch as much as possible
- We are taking all steps to keep employees within their own working area
- We are undertaking regular reviews with our employees to ensure that our measures remain sufficient
- We are making the necessary PPE available to those who need it but ensuring that face coverings are not a replacement for better ways of mitigating the risk
- Please contact your manager, Karen Kelso or Mike Parker if you have any concerns whatsoever arising

J. L. Ritzema

Managing Director, WCF Ltd, 12th May 2020