

COVID-19 POLICY STATEMENT

We will manage the risk of COVID-19 through ongoing compliance with the government's "FIVE STEPS TO SAFER WORKING TOGETHER" guidance that we have put in place as follows:

- We have carried out a COVID-19 risk assessment and shared the results with our staff.
- We have cleaning, handwashing (including sanitiser), and hygiene procedures in line with the current guidance.
- We have taken all reasonable steps to help people work safely from a COVID-19 Secure workplace or if possible, work from home.
- We have taken all reasonable steps to maintain a 2m social distance in the workplace.
- 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

All employees must follow these rules diligently, to sustain a healthy and safe workplace in this unique environment and it is important that we all respond responsibly and transparently to these health precautions.

As an employer, we will ensure safe people, workplaces, systems, and equipment and by doing so we commit to the following;

- We will assess and manage our COVID-19 risks and ensure safe work-resumption using a systematic approach, the hierarchy of controls and excellent communications.
- We will show strong leadership, staff engagement, and use of good health and safety advice; provide appropriate training, physical distancing, hygiene, ventilation and PPE in line with our risk assessment.
- We will protect vulnerable groups and those at higher risk of serious illness, such as staff with underlying health problems.
- We will provide ongoing physical and mental health support, recognising that some effects may be long-lasting and consider the needs of all staff, including those with health conditions, those working from home and those furloughed.
- We will extend our risk management into our supply chains, ensuring those who work for us or those who share our buildings are also supported to stay safe and healthy.

This policy applies to all employees of Volute London

Date: 05 February 2022

Managing Director: Roman Mykytyuk

