



# STATEMENT FROM OUR CEO IN RESPECT OF WORKING SAFELY DURING COVID-19

**During the period of the COVID-19 pandemic, DHL Parcel UK Ltd has consistently followed the guidance provided by HM Government and Public Health England.**

On the 11th May 2020 the Government released further new 'COVID-19 secure' guidelines to UK employers to help get businesses back up and running and to ensure workplaces are operating as safely as possible.

Following this guidance DHL Parcel UK Ltd has put detailed actions in place in respect of "staying COVID-19 Secure in 2020". We are focusing on the 5 key points in line with the guidance provided;

## **1. Work from home, if you can**

All reasonable steps have and continue to be taken to help our colleagues work from home, where this is appropriate for their role.

## **2. Carry out a COVID-19 risk assessment, in consultation with workers or trade unions**

Risk assessments have been completed across all our sites. It is not our approach to complete a single company wide risk assessment, we believe the safest approach is to assess risks locally, relevant to our specific operational locations.

This process and the detailed risk assessment has been communicated to our Employee Communication Group. The individual COVID-19 Risk Assessment for each site has been published at that location for visibility of all colleagues.

## **3. Maintain 2 metres social distancing, wherever possible**

Where possible, we have re-designed workspaces to maintain 2 metre distances between colleagues. We have staggered start times, created one way walk-throughs, altered work-flows, changed seating layouts in break rooms and other areas, produced a wide range of signage to advise and support.

## **4. Where people cannot be 2 metres apart, manage transmission risk**

We are putting barriers in some of our shared spaces, creating workplace shift patterns or fixed teams minimising the number of people in contact with one another and ensuring colleagues are facing away from each other where possible. We are providing gloves and face coverings for optional use by all colleagues.

## **5. Reinforcing cleaning processes**

Our facilities are being cleaned frequently and specifically, paying close attention to high-contact objects like door handles and operational equipment. We are providing hand washing facilities or hand sanitisers to all colleagues throughout our business.

Each operational location is now displaying its own copy of the "Stay COVID-19 Secure in 2020" poster, signed by site management. Displayed with this document is a copy of the Site COVID-19 Risk Assessment and a copy of the cleaning program completed at that site.

On behalf of DHL Parcel UK Ltd I am publishing a company level "Stay COVID-19 Secure in 2020" poster, signed by myself evidencing that I am satisfied that we have undertaken and completed the actions required to ensure we are "COVID-19 Secure" as a company.

We see this as a minimum standard as we continuously review and improve our approach to minimising the potential exposure and impact of COVID-19 on all our colleagues.

**Peter Fuller, CEO**  
DHL Parcel UK