



BURGESS FARMS
PRODUCE WORLD GROUP LTD
COVID-19 RISK ASSESSMENT

Original Date: May 2020

Reviewed Date: January 2021

Next Review Due: March 2021



WHAT IS CORONAVIRUS?

The World Health Organisation has identified that COVID-19 is not an airborne virus. Respiratory infections can be transmitted through droplets of different sizes. When the droplet particles are above a certain size they are referred to as respiratory droplets, and when they are below a certain size, they are referred to as droplet nuclei. According to current evidence, COVID-19 virus is primarily transmitted between people through respiratory droplets and contact routes including touch points.

What this means in practice is, the droplets are of a weight that they will fall to the ground at around 1 metre, thus the 2-metre social distancing rule. They can remain on surfaces for some time depending on type of material.

Therefore, the two main methods of preventing the spread of infection being hygiene measures and social distancing.

REQUIREMENT TO COMPLETE A RISK ASSESSMENT.

This Risk Assessment was written in conjunction with;

[HM Government Our Plan to Rebuild](#)

[COVID-19 Secure Guidelines for Factories, Plants and Warehouses](#)

[COVID 19 Secure Guidelines for Offices and Call Centres](#)

[COVID-19 Secure Guidelines for Construction and Outdoor Work](#)

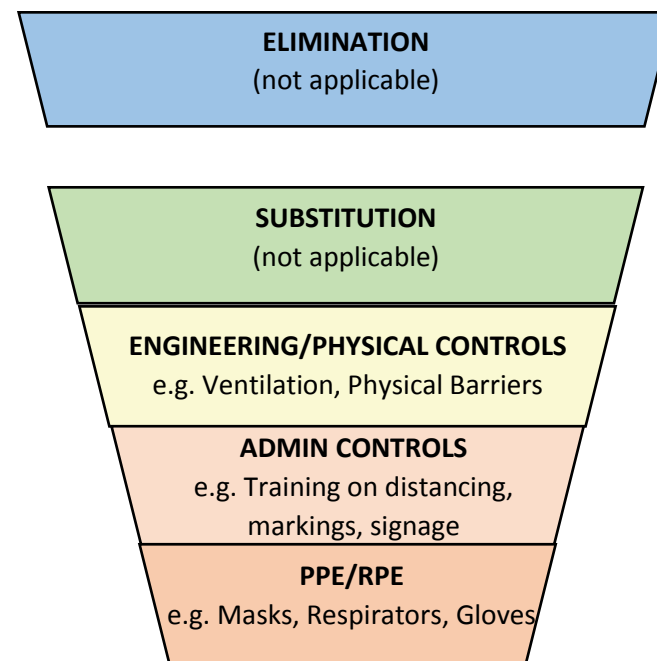
Health & Safety Teams at Burgess Farms Produce World Group Ltd sites

Public Health England (PHE) Guidance – notifications service used
 Department of Health and Social Care (DHSC)
 Health & Safety Executive (HSE)
 National Health Service (NHS)

The following 3x3 COVID_19 specific Risk Rating Grid will be used.

Exposure could result in COVID-19 i.e. exposure >15 minutes	3	3	6	9
Exposure less than 15 minutes	2	2	4	6
No Exposure	1	1	2	3
		1	2	3
		Likelihood (L)		
		Unlikely	Possible	Likely

The following Hierarchy of Control will be applied;



Detail the Hazard	Who's at Risk	Pre COVID19 Control Measures	Initial Risk Rating				COVID19 Implemented Control Measures	Residual Risk Rating			
			L	S	Total	H/M/L		L	S	Total	H/M/L
EXPOSURE OF COLLEAGUES AT WORK TO COVID-19 - Living with someone who has confirmed positive with COVID19 and attends work (including Support Bubble members from 13 th June) - Living with someone with COVID19 symptoms and attends work (including Support or Childcare Bubble members) - Government App/Test and Trace alert that contact with a diagnosed case of COVID19 and attends work - Government App/Test and Trace alert that contact with symptoms has occurred and attends work - Exposure to virus from an Asymptomatic colleague attending work.	Employees, Employee's Households, Visitors, Contractors, Agency Colleagues	Handwashing and Sanitiser Facilities in place	3	3	9	H	- Social Distancing implemented across all sites where possible	2	3	6	M
			2	3	6	H	- Self-Isolation Guidance issued to Households by Gov shared on sites in variety of languages and on Intranet.	1	1	1	L
			2	3	6	H	- Increased focus on Handwashing and Sanitisers available throughout the site.	2	1	2	L
			2	3	6	H	- Signage and PHE Advice in place for all colleagues via noticeboards, tv's and intranet.	1	3	3	L
			2	3	6	H	- Increased Cleaning of frequently touched surfaces	2	2	4	M
							- Limit number of frequently touched surfaces by keeping doors open on frequently used routes where possible	1	1	1	L
							- Visitor Questionnaire in place for all site visitors regarding symptoms.	1	3	3	M
							- Business Critical visitors only during lockdown period, to be reviewed in line with lockdown exit plan.	1	3	3	L
							- Return to Work process revised to include CV symptoms	1	1	1	L
							- Following all PHE Guidelines to review and revise COVID19 Management	1	3	3	M
				- Support colleagues if they wish to wear face coverings in the workplace and inform of PHE guidelines for face coverings.	2	2	4	M			
				- Group Risk Manager/Head of HR to Report Multiple Outbreaks (more than one case in a workplace) to relevant Local Health Authority as soon as diagnosis is received	2	1	2	L			
				- Internal Contact Tracing method established via HR Teams – information collected and stored for 21 days for who colleagues work with, where they							

							work, how they travel to work, who they travel to work with and who they live with who is also employed by us. - Hourly Hand Sanitising introduced on all sites from 13 th August in all areas - 5 th November Face Coverings Mandatory in all communal areas and corridors on all sites (except for exempt colleagues), to be removed when at workstation. - Temperature Monitoring cameras installed at Yaxley and Isleham sites. Process in place to manage potential cases.	2	1	2	L
								2	1	2	L
								2	2	4	M
								2	2	4	M
EXPOSURE OF COLLEAGUES AT WORK TO COVID-19 Suspected Case of COVID-19 on site - If a colleague experiences symptoms at work - If a colleague attends work while experiencing symptoms and hasn't self-isolated in line with government guidelines - If a colleague attends work when household members have symptoms and hasn't self-isolated in line with government guidelines (including support and childcare bubbles)	Employees, Employee Households, Visitors, Contractors, Agency Colleagues	Handwashing and Sanitiser Facilities in place	3	3	9	H	- HR and site line management are aware of symptoms and will ask anyone exhibiting to leave site immediately in line with PHE guidelines and self-isolate. - Cleaning where colleague has worked will be carried out in line with PHE Cleaning Guidelines. - CV testing if symptomatic - Increased cleaning of frequently touched surfaces - Increased focus on Handwashing and Sanitiser available throughout site - Internal Contact Tracing method established via HR Teams – information collected and stored for 21 days for who colleagues work with, where they work, how they travel to work, who they travel to work with and who they live with who is also employed by us. - Questionnaire introduced to gather information for any suspected COVID19 cases. - Pro Forma document issues to sites to gather information should PHE reporting be required	2	3	6	M
			3	3	9	H		2	2	4	M
			1	1	1	L		1	1	1	L
			2	2	4	M		2	2	4	M
			2	1	2	L		2	1	2	L
			2	1	2	L		2	1	2	L
			2	1	2	L		2	1	2	L
GENERAL TRAVEL, including foreign travel Colleagues travelling to and from work exposure to risk via - public transport - shared transport	Employees, Employee's Households, Agency Colleagues	Handwashing and Sanitiser Facilities in place	3	3	9	H	- Minimal Public Transport use, survey confirmed only 6% (Peterborough based) of all colleagues use public transport. Colleagues to follow PHE advice for face coverings when using Public Transport. - Shared car advice in place via PHE guidelines. - All business air travel UK and abroad prohibited since 27 th February by Exec.	2	3	6	M
			3	3	9	H		2	3	6	M
			3	3	9	H		1	1	1	L

<p><i>Travel Abroad from 10th July in line with Government Guidelines</i></p> <p><i>4th January Lockdown</i></p>		<p><i>FCO Advice, Travel Corridors and Quarantine measures introduced by HM Government</i></p>	2	3	6	H	<ul style="list-style-type: none"> - Internal Contact Tracing method established via HR Teams – information collected and stored for 21 days for who colleagues work with, where they work, how they travel to work, who they travel to work with and who they live with who is also employed by us. - Return to Work process to be followed if colleagues have travelled abroad. Travel Corridor link added to rtw document to ensure nobody returns to site if they should have quarantined. - Data gathered for all colleagues who have holiday booked on any upcoming travel abroad. - HR Advisors have all signed up to Gov alerts to Travel Corridor list and FCO list to assist colleagues with holidays booked. - 5th November International Travel prohibited by Gov restrictions other than for work – no travel abroad currently permitted in the business. - 4th January National Lockdown announced International Travel prohibited by Gov restrictions other than for work – no travel abroad currently permitted in the business. 	2	1	2	L
<p>ACCESS/EGRESS TO SITES</p> <ul style="list-style-type: none"> - Busy/congested entrances/exits and clocking in areas 	<p>Employees, Employees households, Visitors and Contractors, Agency Colleagues</p>	<p>None</p>	2	2	4	M	<ul style="list-style-type: none"> - Staggered start and finish times to ensure less people in areas where congestion happens. - Staggered breaks - Arrange one-way systems in to and out of areas where possible - 5th November Face Coverings Mandatory in all communal areas and corridors on all sites (except for exempt colleagues), to be removed when at work station. 	2	1	2	L
<p>COMMON AREAS</p> <p>Welfare Facilities, includes toilets, locker rooms and canteens, frequently touched surfaces, large number of people using areas at break times and beginning and end of shift</p>	<p>Employees, Employees households, Visitors and Contractors, Agency Colleagues</p>	<p>Handwashing and Sanitiser Facilities in place</p>	3	3	9	H	<ul style="list-style-type: none"> - Increased focus of cleaning frequently touched surfaces - Staggered breaks - Staggered Start and Finish times 	2	2	4	M

							<ul style="list-style-type: none"> - Social Distancing measures in welfare areas – removal of seating to enforce and expansion of outside areas - 5th November Face Coverings Mandatory in all communal areas and corridors on all sites (except for exempt colleagues), to be removed when at work station. 	1	3	3	M
								2	2	4	M
MANUAL HANDLING Requirements to complete team lifting for activities such as maintenance may result in exposure at less than 2m.	Employees, Employee's Households, Agency Colleagues		2	3	6	H	<ul style="list-style-type: none"> - Ensure hierarchy of control followed for MH tasks, if team handling is required then this must not exceed 15 mins face to face contact in line with PHE Guidelines. 	2	2	4	M
VISITORS Exposure to virus via visitors who may have symptoms or be asymptomatic	Employees, Employee's Households, Agency Colleagues	Handwashing and Sanitiser Facilities in place	2	3	6	H	<ul style="list-style-type: none"> - Visitors Questionnaire now completed by all Visitors to site daily with specific reference to CV symptoms - 23rd Mar – Business Critical site visitors only – review in line with PHE Guidelines for returning from Lockdown. Reviewed 2nd October, will remain in place until review in New Year. 4th January – Remains in place - 2nd October - QR Code placed in all Reception areas for use by Visitors - 2nd October - Face coverings to be worn by Visitors and Contractors – this is to ensure they comply with the government guidance around wearing a face covering indoors where social distancing may be difficult and where they come into contact with people they don't usually meet. - 2nd October - Visitors and Contractors will be prohibited from using our onsite canteen facilities, unless sites are able to determine specific time slots when these can be used separately to our employees. If this is not possible, then the Visitor/Contractor must make alternative arrangements, such as eating in vans/cars etc. 	2	1	2	L
								2	1	2	L
								2	1	2	L
								2	2	4	M
								1	1	1	L
CONTRACTORS Exposure to virus via Contractors carrying out work on site who may have symptoms or be asymptomatic	Employees, Employee's Households, Agency Colleagues	Handwashing and Sanitiser Facilities in place	2	3	6	H	<ul style="list-style-type: none"> - Visitors Questionnaire now completed by all Visitors to site daily with specific reference to CV symptoms, - 23rd Mar – Business Critical Contractors only – review in line with PHE Guidelines for returning 	2	1	2	L
								2	1	2	L





							<p>from Lockdown. Reviewed 2nd October, will remain in place until review in New Year.</p> <ul style="list-style-type: none"> - 2nd October - QR Code placed in all Reception areas for use by Visitors - 2nd October - Face coverings to be worn by Visitors and Contractors – this is to ensure they comply with the government guidance around wearing a face covering indoors where social distancing may be difficult and where they come into contact with people they don't usually meet. - 2nd October - Visitors and Contractors will be prohibited from using our onsite canteen facilities, unless sites are able to determine specific time slots when these can be used separately to our employees. If this is not possible, then the Visitor/Contractor must make alternative arrangements, such as eating in vans/cars etc. 	2	1	2	L
								2	2	4	M
								1	1	1	L
DELIVERIES/POST Exposure to virus via visiting drivers who may have symptoms or be asymptomatic	Employees, Employee's Households, Agency Colleagues	Handwashing and Sanitiser Facilities in place	2	3	6	H	<ul style="list-style-type: none"> - Contactless deliveries where possible - No sharing pens etc. - Post and deliveries to be left in Reception. 	1 2 1	1 1 1	1 2 1	L L L
GOODS INWARDS - Raw Materials unloading - Contact with Driver	Employees, Employee's Households, Agency Colleagues	Handwashing and Sanitiser Facilities in place	3	2	6	H	<ul style="list-style-type: none"> - 2m social distancing to be observed - Drivers to use toilet facilities only if needed while on site, no access to canteens 	1 2	2 2	2 4	L M
GOODS OUTWARDS - Loading of product into vehicles - Contact with Driver	Employees, Employee's Households, Agency Colleagues	Handwashing and Sanitiser Facilities in place	3	2	6	H	<ul style="list-style-type: none"> - 2m social distancing to be observed - Drivers to use toilet facilities only if needed while on site, no access to canteens 	1 2	2 2	2 4	L M
FIRST AID Exposure to virus when administering First Aid to colleagues	First Aiders	Handwashing and Sanitiser Facilities in place	2	3	6	H	<ul style="list-style-type: none"> - Follow hygiene guidelines issued by PHE in case of contact with anyone with symptoms - PPE packs in place for use during administering First Aid, procedure in place and trained at all sites. - Maintain 2m Social distancing measures where possible. 	2 2	2 2	4 4	M M

<p>DEALING WITH ACCIDENTS/INCIDENTS AND EMERGENCY SITUATIONS Evacuation of work areas</p>	<p>Employees, Employee Households, Agency Workers, Visitors, Contractors</p>	<p>None</p>	<p>2</p>	<p>3</p>	<p>6</p>	<p>H</p>	<p>- In case of evacuation 2m social distance rule may be breached due to requirement to evacuate all colleagues as quickly as possible, this will resume outside at assembly points.</p>	<p>2</p>	<p>2</p>	<p>4</p>	<p>M</p>
<p>WORKING FROM HOME Instruction by the Government at Lockdown 23rd Mar to WFH where possible</p> <p><i>Colleagues Working from Home made need to carry out particular tasks on site</i></p> <p><i>Gov advice from 1st August gives Employers the discretion to determine when colleagues working from home can return.</i></p>	<p>Employees</p>	<p>None</p>	<p>1</p> <p>2</p>	<p>1</p> <p>2</p>	<p>1</p> <p>4</p>	<p>L</p> <p>M</p>	<p>- All colleagues able to work from home are working from home.</p> <p>- Remote Working assessments completed, and advice offered in line with HSE WFH advice for CV crisis if standard workplace set up not in place.</p> <p>- Managers to keep in regular contact with those working from home.</p> <p>- Tips for working from home sent out to all working from home.</p> <p>- Adhoc Rules sent out to those wfh establishing rules for attending site</p> <p>- Workstation and Seating arrangements to ensure social distancing and rota's where this will also assist social distancing</p> <p>- Plain desk surfaces established on all sites for Colleagues who are not based at that site to work from Laptop. These Laptop Desks will be bookable via the IT resources systems to ensure Social Distancing measures are not compromised.</p> <p>- Survey completed to establish impact on welfare, mental health, productivity and ability to return</p> <p>- Following survey, current infection rate in local area and food industry outbreaks the decision was taken by the Exec Team for those who are doing so to continue working from home beyond the Summer Holidays</p> <p>- Review of timing for return in late August to establish criteria met to ensure additional risk isn't bought into the business by colleagues returning;</p> <ul style="list-style-type: none"> o no cases in business or agency provider o no local lockdown where sites are located 	<p>-</p> <p>1</p> <p>1</p> <p>1</p>	<p>-</p> <p>1</p> <p>1</p> <p>1</p>	<p>-</p> <p>1</p> <p>1</p> <p>1</p>	<p>-</p> <p>L</p> <p>L</p> <p>L</p> <p>L</p>

<p><i>Gov guidance for Lockdown 5th November – 2nd December – work from home where possible</i></p> <p><i>4th January Lockdown</i></p>						<ul style="list-style-type: none"> ○ no local outbreaks ○ Infection rates are not increasing in local area where sites are located ○ no industry specific risk <p>If any of the above criteria are not met, then return date will be revised accordingly and review frequency established.</p> <p>Reviewed and based on food industry outbreaks and local infection rates where sites are based – Oct return is now the aim date for return, review of criteria above mid-September.</p> <p>-Sites reviewed all colleagues on sites and determined who was able to work from home more frequently. Revised rota's introduced from 5th November.</p> <p>4th January – continue with measures implemented with November Lockdown.</p>	2	1	2	L
<p>MENTAL HEALTH PROVISION Dealing with the effect of the lockdown measures, being a Key Worker and exacerbation of existing Mental Health issues</p>	Employees	Mental Health First Aiders trained for all sites	2	1	2	<ul style="list-style-type: none"> - Mental Health First Aiders remain available/contactable across the business. - Mental Health First Aid campaign forwarded to all remote workers. - Regular contact by Managers with all colleagues to ensure morale is up and nobody struggling with the current crisis from a work or personal perspective. 	-	-	-	-
<p>LEGIONELLA Legionella resulting from little used water systems – potentially handwashing and toilet areas that haven't been used during lockdown</p>	Employees, Visitors and Contractors	Legionella Risk Assessment in place – however conventional little used outlets will not take account of usually frequently used areas under these circumstances	2	2	4	<ul style="list-style-type: none"> - Ensure any unused/little used outlets are run in line with L8 guidance following period of no use during lockdown, prior to general use commencing. 	1	1	1	L
<p>AIR CONDITIONING Air Conditioning Systems</p>	Employees, Visitors, Contractors	Service contracts in place	2	3	6	<ul style="list-style-type: none"> - Workplace advice amended 24th July encourage use of systems circulating fresh air. - Sutton Bridge and Isleham air con contractors also confirmed they would recommend their use. - Windows to be opened for fresh air circulation. 	1	1	1	L

<p>PHE EXTREMELY VULNERABLE CATEGORY Colleagues identifying as PHE Extremely Vulnerable Category</p> <p><i>In line with Gov Guidance Shielding will pause on the 1st August allowing those colleagues who have been shielding to return to work.</i></p> <p><i>In line with Government lockdown 5th November – 2nd December, extremely vulnerable category requirements</i></p> <p><i>4th January Lockdown</i></p>	<p>PHE Extremely Vulnerable Category of Employees</p>	<p>Handwashing and Sanitiser Facilities in place</p> <p><i>Gov guidelines in place to ensure only return if cannot wfh and safe to do so</i></p>	<p>3</p> <p>3</p> <p>3</p>	<p>3</p> <p>3</p> <p>3</p>	<p>9</p> <p>9</p> <p>9</p>	<p>H</p> <p>H</p>	<ul style="list-style-type: none"> - If unable to work from home Furlough offered if shielding required. - If colleagues decide to continue to work, strict social distancing required, no deviation under any circumstances. - COVID 19 Shielding Return to Work Assessment implemented. To be completed 2 weeks prior to any colleague returning to work to ensure it is safe for them to do so. If unsafe to do so, review to be completed with HR. -Any colleague previously shielding offered furlough. -Shielding letters being received w/c 9th November, dated 4th Nov – revisited furlough offer in line with revised furlough guidance issued on the 10th November. Any colleague declining furlough, confirmed this is writing. If colleagues decide to continue to work, strict social distancing required, no deviation under any circumstances. -Any colleague who falls within the extremely vulnerable category and is able to do so wfh from 5th November – 2nd December. 4th January Lockdown – Shielding re-introduced. Furlough strongly recommended for all colleagues who cannot work from home. 	<p>1</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p>	<p>1</p> <p>2</p> <p>2</p> <p>2</p> <p>1</p>	<p>1</p> <p>4</p> <p>4</p> <p>4</p> <p>2</p>	<p>L</p> <p>M</p> <p>M</p> <p>M</p> <p>L</p>
<p>PHE VULNERABLE CATEGORY Colleagues identifying as PHE Vulnerable Category</p>	<p>PHE Vulnerable Category of Employees</p>	<p>Handwashing and Sanitiser Facilities in place</p>	<p>3</p>	<p>3</p>	<p>9</p>	<p>H</p>	<ul style="list-style-type: none"> - Any colleague able to WFH able to do so from 5th November in line with Lockdown 5th November – 2nd December - If colleagues decide to continue to work strict social distancing to be adhered to. Furlough strongly advised if cannot work from home. 	<p>1</p> <p>2</p>	<p>1</p> <p>2</p>	<p>1</p> <p>4</p>	<p>L</p> <p>M</p>
<p>RETURNING COLLEAGUES TO SITE FOLLOWING WFH Increasing the numbers of colleagues on sites by introducing colleagues who have worked from home back to site safely.</p>	<p>All Colleagues within the business</p>	<p>Handwashing and Sanitiser Facilities in place</p>	<p>3</p>	<p>3</p>	<p>9</p>	<p>H</p>	<ul style="list-style-type: none"> - Government Guidelines to be followed to determine timeframe of return of colleagues who are currently required to work from home because they are able to - Comply with COVID19 Secure Guidelines for Offices to ensure required precautions are in place - Plan prioritisation of return with consideration of wellbeing, mental health, vulnerable/extremely 	<p>1</p> <p>1</p>	<p>3</p> <p>3</p>	<p>3</p> <p>3</p>	<p>M</p> <p>M</p>

<p>Gov advice from 1st August gives Employers the discretion to determine when colleagues working from home can return.</p>					<ul style="list-style-type: none"> vulnerable category colleagues and business impact of long term working from home - 2m social distancing to be observed - Increased focus of cleaning frequently touched surfaces - Equipment sanitiser wipes to be made available to clean equipment before and after use - Hot Desking to be eliminated - Introduction of desk space for transient colleagues, with no fixed equipment on desk - Set seating arrangements for permanent site-based colleagues - Physical barriers to be placed between desks where social distancing is not achievable - Where possible introduce door in and door out of offices, clear visibility if not achievable by mirrors and one-way systems with clear directional signage - Clear plans for colleagues to understand when they are able to attend site, where they will sit and all arrangements in place. - Comms to be sent out to all colleagues returning prior to return outlining all requirements to ensure COVID secure environment. - Comms to be sent out to sites to inform of return of additional colleagues returning to site - Support colleagues if they wish to wear face coverings in the workplace and inform of PHE guidelines for face coverings. - Additional cleaning of frequently touched surfaces - Survey completed to establish impact on welfare, mental health, productivity and ability to return - Following survey, current infection rate in local area and food industry outbreaks the decision was taken by the Exec Team for those who are doing so to continue working from home beyond the Summer Holidays - Review of timing for return in late August to establish criteria met to ensure additional risk isn't bought into the business by colleagues returning; <ul style="list-style-type: none"> o no cases in business or agency provider 	<p>2 1 2 2 1 1 1 1 1 2 1 1 1 1 1 2 2 1 1</p>	<p>2 2 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1</p>	<p>4 2 4 4 1 1 1 1 2 1 1 1 1 1 4 4 1 1</p>	<p>M L M M L L L L L L L L L L M M L L</p>
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							<ul style="list-style-type: none"> ○ no local lockdown where sites are located ○ no local outbreaks ○ Infection rates are not increasing in local area where sites are located ○ no industry specific risk <p>If any of the above criteria are not met, then return date will be revised accordingly and review frequency established.</p>	2	1	2	
<p>INEFFECTIVE COMMUNICATION Ineffective communication may lead to confusion and distress under the current circumstances.</p>	All Colleagues within the business		3	2	6		<ul style="list-style-type: none"> - Effective communication strategy established, central point of communication (Group Risk Manager or Head of HR as deputy) of guidance to wider business, contents of briefings will be agreed by MD to ensure colleagues feel reassured, confident and safe at work with a consistent message across the business - Methods of communication will include TV's, SharePoint, Noticeboard and Team Briefings. 	1	1	1	
								1	1	1	

Summary of findings:

The overall Risk Rating initially was calculated as a High at the onset of the Crisis. Following implementation of required control measures this has been reduced to Medium/Low level.

Control measures across the business have been implemented to varying degrees, dependant on the specific environment, for example, physical barriers may not have been required by the nature of the work taking place naturally resulting in social distancing, whereas a similar operation on other sites may have resulted in measures being implemented due to specific site conditions.

Operational risk assessment reviews have been carried out and findings incorporated into everyday working practises.

The Crisis has been managed consistently in line with Public Health Guidelines and has not deviated away from these at any point.

Regular communications to the business have been managed centrally, with appropriate Public Health Guidance being dissipated to all sites in a timely manner, to then be communicated to sites using various methods of communications, such as team briefs, noticeboards, tv's and company intranet.

A Business Continuity Team was put in place in early March, to ensure all key stakeholders in the business were involved in discussions and decision making in line with Public Health Guidelines. The team continues to meet (remotely) on a fortnightly basis since 3rd July, unless any exceptional changes arise, when a meeting is then called. A BCP Ops Update Call has been established on a fortnightly basis, alternating with the main BCP team to maintain momentum and a regular point of contact.

Site Teams have remained fully operational throughout the Crisis, with any colleagues who were able to work from home doing so when required.

Assessment Review Completed by: Rebecca Carter Grad IOSH,
Group Risk Manager



14/01/2021

Read and Agreed by: James Barker, CEO



James Barker

Joe Rolfe, Divisional MD RBOrganic



Joe Rolfe