

## Summary of our Control Measures

Finsbury Food Group recognises the importance of Occupational Health, Safety and Wellbeing in the successful running of its operations. This statement outlines our approach to establish and maintain a safe and healthy working environment for all employees specifically in response to COVID-19.

It is the Policy of Finsbury Food Group to follow all guidance available to ensure our employees are protected from COVID19. Finsbury has bakeries in England, Scotland and Wales. Accordingly, we look to comply with guidance provided by central government, the devolved governments of both Scotland and Wales, Public Health England, Public Health Scotland, Public Health Wales, The Health and Safety Executive and all other regulatory bodies. We are also keeping in regular contact with enforcement bodies, industry bodies and forums to keep ahead of best practice.

Each of our bakeries have detailed risk assessments in place in relation to COVID-19. We actively review the control measures on sites and give examples below of the guiding processes and procedures applied across our bakeries so as to reduce risk:

- All colleagues who can work from home all or most of the time are to do so. This is facilitated by an advanced Group IT system and Audio-Visual conferencing facilities.
- For employees who work in our bakeries, bakery specific risk assessment has been carried out with social distancing and facility and personal hygiene at the heart of measures implemented. These include:
  - Training and continued reinforcement in support of all measures with regular updates where appropriate.
  - Signage to ensure that employees are aware of enhanced working practices, with emphasis on social distancing and personal hygiene.
  - 2m marked segregation stations in production areas, canteen, offices, smoking shelters etc.
  - Physical barriers where 2m segregation is not possible and the use of PPE as defined by risk assessment.
  - Staggering of shift start and finish times to ensure we limit the crossover of our colleagues on site.
- Increased Bakery cleaning frequencies.
- All extremely vulnerable and vulnerable colleagues have been identified and appropriate working options implemented to shield and protect.

The above control measures are in addition to the high hygiene standards that we employ working within the food production sector.

The risk assessments in relation to COVID19 at each bakery will be made available to all stakeholders and authorities upon request.