

Risk Assessment

BrightHR has taken steps to ensure it's managing the risk of COVID-19 across the business. We have:

- 1 Continue to engage with all of our employees currently working from home including those in the higher risk category.
- 2 Continue to implement controls for a safer workplace for employees.
- 3 Safe operating procedures in place for employees displaying or experiencing symptoms.
- 4 Additional PPE provided for employees where required.
- 5 Implemented increased hygiene controls measures.
- 6 Safe operating procedures for field based employees visiting clients premises.
- 7 Update employees as we make changes to our working practices on sites, through information and training.
- 8 Communicated all requirements to our employees.
- 9 Utilize virtual software to reduce risk of face to face contact, where applicable.
- 10 Continued to support our employees Health & wellbeing through regular communication and access to our award winning employees assistance program (EAP).

#BeBright

We will continually review our COVID secure risk assessments and safe operating procedures on Covid-19 to ensure they reflect our commitment to our workforce and current government guidance.