

**Keep Fresh,
Keep Clean,
Keep Safe**

All part of:



Partners

We recognise that we must take full ownership of our internal procedures. **To ensure we** understand our suppliers approach to recent developments **we need to** have records of each partners method statements. **We have also have** shared this presentation with all suppliers, ensuring they fully understand our requirements, and adapt their procedures accordingly.

- Should delivery personnel attend any of our destinations without correct PPE, **it** will be provided free of charge.
- All deliveries will be time scheduled to reduce the risk of cross contamination, both between suppliers as well as products being delivered.
- All delivery drivers/handlers who show symptoms of illness will be refused delivery, and turned away.
- Partner meetings will be conducted using social distancing guidance at all times.
- Only dedicated team members will be handling deliveries, reducing the risk of internal cross contamination.
- Only deliveries from approved partners will be accepted, and subject to a method statement provided in advance.
- All deliveries will be inspected for damages, and only sealed packages will be accepted.
- Supply chain will be consolidated as far as reasonably possible, reducing team/supplier contact.
- Environmental impact consideration will continue to be enforced, ensuring that only recyclable materials enter any of our premises, or are returned to suppliers for reuse.

