

COVID-19 Secure Workplace: Dechra's approach to risk management

At Dechra, we believe that we have both a legal and moral duty to protect the health, safety and wellbeing of our colleagues from the risks posed by the transmission of COVID-19 in our workplaces. At an early stage we formed our Dechra Crisis Management Committee to coordinate our health, safety and wellbeing response to keep all colleagues safe.

Globally, our Pharmaceutical Manufacturing and Distribution facilities have remained open and fully operational throughout the pandemic. However in line with global guidance across our operating countries, we have closed many of our offices and asked all mobile workers, such as our sales force to remain at home. Business travel has also been paused until it can be safely resumed in each of our territories.

We believe that thorough risk assessment underpins effective risk management and that we have identified and put in place controls which mitigate the risks from COVID-19 as far as is reasonably practicable.

As part of that risk assessment we have closely followed the guidance issued by the UK Government and Public Health England 'Working safely during coronavirus (COVID-19)' and have introduced new control measures and enhanced existing controls where appropriate. This guidance is also applicable in our other operating countries globally and we have enhanced this with any specific country recommendations.

We have used hierarchy of control principles to make sure that the most effective measures have been put in place, including:

General Risk Management

1. **Vulnerable colleagues** - All colleagues who have been advised to shield by the relevant governments - the clinically extremely vulnerable and clinically vulnerable - have stayed at home. We are in contact with colleagues who have been categorised as clinically vulnerable, and any return to work will depend on a thorough individual risk assessment led by our HR colleagues.
2. **Temporary homeworkers** - Globally all colleagues who were able to work from home did so. For our temporary homeworkers, advice has been issued to support ergonomic and mental health issues. Line Managers have been encouraged to keep in regular contact to monitor the wellbeing of their teams. Colleagues have been permitted to take additional equipment home if this is needed. We have also provided support through regular communications covering business updates and social activities.
3. **Restricted access** - We have restricted access to our Manufacturing and Distribution facilities. Only essential contractors and visitors have been admitted to reduce the number of contacts our essential workers are exposed to. Access is only permitted to those who are critical to ensure the safe running of our business when needed. Those who do need to come onto site are screened for COVID-19 symptoms using a health questionnaire.

4. **Business travel** - All non-essential business travel has been paused, including travel between Dechra locations. If travel is essential a health declaration must be completed ahead of travel and approval gained from a senior authorised controller. Attendance at conferences and large meetings has also ceased.
5. **Health checks and self-isolation** - All colleagues have been encouraged to complete a daily health check. We have encouraged and supported any colleagues who have COVID-19 symptoms to self-isolate in line with the relevant government guidelines, unless subsequent testing confirms a negative result. We also ask all colleagues with household members with COVID-19 symptoms to self-isolate.
6. **Training** – All colleagues at work and at home have been requested to complete a Dechra training module 'COVID-19 Protective Measures', to ensure that everyone at work, or who may return to work when authorised, understands all the new hygiene and safety procedures.

Physical Distancing

1. **Safe distance** - The majority of tasks within our facilities globally can take place at the legally required physical distance from others. Where physical distancing has been difficult to achieve, we have introduced other controls such as slowing lines, rescheduling production runs and reconfiguring our work processes to allow people to spread out to the required safe distance.
2. **Keeping shifts apart** - Staggered start and finish times have been introduced to facilitate physical distancing when clocking in and in changing rooms. This has also allowed cleaning between shifts.
3. **Visual markings** - Floor demarcation has been used to control the flow of movement and encourage physical distancing where required.
4. **Communal areas** - Physical distancing measures have also been put in place in communal spaces such as canteens, locker/changing rooms and smoking areas. This has included timetabling breaks to ensure all colleagues are able to fairly use welfare facilities.

Cleaning, Handwashing and Hygiene Procedures

The hygiene standards at our Pharmaceutical Manufacturing facilities are already high and in line with Good Manufacturing Practice standards. However, we have enhanced these where we felt this was necessary;

1. **Frequency of cleaning** - We have increased the frequency of cleaning across our sites and introduced increased sanitisation of communal areas and common touch points such as shared canteen facilities, doors, handles, handrails, lifting equipment, trolleys and touchpad screens.

2. **Shared equipment and frequent touch points** - We have also increased the frequency of cleaning of shared equipment such as forklift trucks and pallet trucks and provided cleaning equipment so that colleagues can clean any shared surface they must touch.
3. **Hand hygiene** - In addition to our normal handwashing and sensitisation stations, hand sanitisation points are available across our sites, including in corridors and doorways. All offices and meeting rooms have been provided with hand sanitiser and cleaning materials.
4. **Decontamination** - Specific cleaning protocols are in place in the event that a suspected case of COVID-19 is reported in the workplace, including advice for our first aiders.
5. **Visual reminders** – We have introduced additional signage focussing on our LIFE SAVING RULES, to remind all colleagues of the need to follow all controls to ensure the health and safety of everyone 'at work'.

These enhanced standards have also been implemented across our Offices locations to facilitate a safe return to the workplace by our homeworking employees, when authorised.

Mobile Workers

1. **Travel ceased** - Our mobile workers have been asked to remain at home until travel, including international travel and overnight accommodation can safely resume.
2. **Hygiene kits** - Our mobile workers have also been provided with Hygiene Kits, to ensure that they can achieve the high standards of hygiene provided to our site based colleagues when they resume travel, when this is safe and they are authorised to do so.
3. **Training** - All mobile workers have completed additional training in the new hygiene precautions. This is mandatory before resuming travel.

Summary

The controls we have identified as a result of our risk assessment have been implemented across our operating countries to ensure that we achieve the same high standards of health, safety and wellbeing in all our operating territories. In addition, we have encouraged our whole workforce to share ideas for improvement and to raise any concerns they may have.

The Dechra Leadership Teams across the globe have maintained regular communication throughout the crisis with colleagues across the whole business and have provided financial, physical and mental support.

We believe we are doing all we can to effectively minimise the risk of COVID-19 transmission in our workplaces globally and the health, safety and wellbeing of our colleagues remains our No.1 priority.