



Visitors & Contractors Declaration

Due to the ongoing situation with Coronavirus (COVID-19), we are requiring all visitors to fill-out the declaration form below. We will then make a decision on access to the site based on the answers provided.

Each visitor must complete this form no more than 24 hours prior to their visit. Please send it back to your Channel Commercials PLC (CCPLC) contact. You will then be asked to confirm there has been no change to your circumstances on arrival.

First Name:	
Surname:	
Company Name:	
Company Contact Details:	
Arrival Date at CCPLC:	
Contact Person at CCPLC:	

1. Do you currently have any of the following symptoms?:	Please tick	
High Temperature (37.8 degrees or higher, or hot to touch on chest /back)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A new, continuous cough (coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
A loss of, or change in, your normal sense of taste or smell	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Have you had any of the above symptoms in the last 7 days?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Has a member of your household had any of these symptoms in the last 14 days?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please provide any other relevant information:		

If you have answered “Yes” to any of the above then we can only allow you onsite if you and all members of your household have tested negative for Coronavirus since the situation occurred.

4. To your knowledge, in the last 14 days have you been in close contact with anyone with these symptoms, or who may have Coronavirus (COVID-19)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5. In the last 14 days have you been contacted by the NHS “Test & Trace” Scheme to say you may have been in contact with a confirmed case?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If you have answered “Yes” to question 4 or 5, unfortunately we cannot allow you onsite until you have completed a 14 days self-isolation period (even if you have received a negative test result).

Please contact us to discuss and re-schedule your visit if necessary. Thank you for your cooperation.

I declare that the information given above is correct to my knowledge and belief. If there are any changes to the above information I understand I have to report this **immediately** to the Channel Commercials Contact. I have also read and understood the Data Protection notice below.

Signature: _____ Date: _____

Data Protection notice: We are collecting and processing this personal data in line with relevant Data Protection Legislation. The information is necessary in order to meet our legal Health & Safety obligations and to protect against serious threats to health. We do this as preventive measures to mitigate the risk of a Coronavirus (COVID-19) outbreak at our site. This data sheet will be stored by our HR department and will not be shared with any third party, unless there will be an official request by the local authorities for reasons of public interest in the area of public health. The datasheet will be deleted one month after collection, unless a longer period is required by the public authorities.