

24/03/2020

RE: COVID-19 – LATEST UPDATE

We trust you are keeping as well as you can during this challenging time.

In light of the UK Government advising of risks and developing measures to control the spread of COVID-19 (Coronavirus). We wanted to let you know that we are following the guidance of Public Health officials and the UK Government. We are using this advice to help us prepare for disruption with worse case scenarios being considered.

We place the welfare of our employees, customers and providers as a priority and we have introduced a temporary policy to ensure the risk of contracting and spreading the disease is minimised. This includes a wide range of recommended measures that puts health and wellbeing first whilst making every effort to minimise any interruption to our clients.

While we had no suspected and/or confirmed cases of COVID-19 within our company we must be taking every precaution possible.

Following precautions been introduced (not limited to below):

- All client meetings to be online only
- We have encouraged our office-based employees to work from home to minimize risk of exposure.
- Person to person contact and possible virus spread by our engineers limited to minimum by:
 - Safe minimum 2 meters distance to be always kept.
 - Hand washing/sanitising before and after attending site
 - Daily video conference call with all employees to evaluate their wellbeing
 - Engineers to check their temperature daily prior leaving home
 - Stop work and notify management if any symptoms noticed
- Company VANS to be used for all travel whenever possible instead of public transport. We have also restricted all unnecessary travel that isn't business to minimize risk to our employees in the course of their daily work and in support for public health efforts to contain the virus.
- Any gatherings afterwork like GYM, Theatres, Bars, Restaurants, and similar. Unless it is necessary employees should only meet persons, they live or work with.
- Immediately inform your manager if you had any contact with infected person
- We requested all our clients to keep us informed about any confirmed/suspected cases of virus prior us attending site

We only carry out works on construction sites where principal contractor can assure us:

- it can be carried out under the guidance issued by Public Health England;
- it can be undertaken without any compromising on safety and health;
- it's done in accordance with the new Site Operating Procedure (SOP – see below); and workers can travel safely and responsibly to sites.



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It is up to each member company to decide whether or not they can safely carry out work, using the Public Health England guidance, and if they cannot they must stay at home.

The Government has included the following types of worker as among the key workers Fire & Security Engineers, Telecommunications Engineers, Field Engineers and Broadcasters.

“Security & fire safety personnel can play a vital role at this time of national challenge. People working in these sectors who are essential to national infrastructure are “Key Workers” for the purposes of the Government’s guidance on COVID-19”

James Brokenshire, Minister of State for Security at the Home Office

We recognise that we are all entering an uncertain period, but after communications and consultation with suppliers and clients, we have taken decision to continue our normal daily business unless otherwise instructed by government. Please note this is subject to change.

Our current 24/7/365 service remains unaffected but prior attending client must confirm there is no known cases of COVID-19 on site.

We wish you the very best of health and hope the impact on your organisation and those close to you is minimal.

So please let’s keep connected and stay safe

A handwritten signature in purple ink that reads "Rytis Ozolas" with a horizontal line extending to the right.

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Kindest regards

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