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Coronavirus Statement - CDP Environmental Limited

We have taken steps as a company to try and prevent the spread of coronavirus. Our staff follow the <u>yougov.co.uk</u> website each and every day so we can act on the latest information and announcements. Our first priority is to our staff and customers.

Our team always hold personal hygiene as a high priority due to the nature of the work we do. CDP is committed to a high quality of service. We will at all times take your needs as our clients into consideration.

We are flexible and will do our upmost to give you peace of mind by adhering to the following:

1. Ensuring our workplace is clean and hygienic - Surfaces (desks/tables), objects and day to day work tools are wiped and disinfected throughout the day.

2. Hand sanitising dispensers have been issued to all staff and are available throughout our business.

3. All colleagues have been guided to wash their hands at regular intervals throughout the day and/or use the dispensers.

- 4. Face masks have been issued to be used at the discretion of our staff.
- 5. Government guidelines and advice has been put on all our meeting agendas

Colleagues returning to work from abroad:

We encourage all colleagues who have been abroad to affected areas, to self-quarantine and follow specific medical advice, if they develop flu like symptoms.

Should a colleague develop a mild cough, or low-grade fever, they will remain at home and self-isolate and follow medical advice.

Business Continuity Plan:

CDP Environmental is aware that our business relies on people. We are totally committed to ensuring minimal disruption during this time and have therefore implemented the following:

1. Instructed our staff to reduce physical contact i.e. shaking hands.

2. Antibacterial sanitiser has been given to all our team to ensure when entering and leaving premises that these are used on hands and equipment.

We have not seen a decline in staff attendance, therefore we are confident that we will continue to operate and offer you the same high standard of service you expect.

We kindly request that our clients understand the ever-changing situation the COVID-19 virus presents and the potential impact this may have on routine visits and call outs.

Thank you for your ongoing support and custom.

CDP Environmental Directors