

COVID-19 – Statement and Contingency Planning

12/03/2020

TG Industrial Services Ltd. take their duty of care to all Employees, Contractors and Suppliers very seriously and are currently following all guidance and advice issued by HM Government detailed in the following link:

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-covid-19>

- TG Industrial have a robust Business Continuity Plan in place which details measures to be taken in relation to the spread of the COVID 19 virus
- Directors of our business are meeting regularly to review our Business Continuity Plan to review the effects of any changes to Government advice and to address any concerns raised by Staff, Customers, Contractors and or Suppliers.
- We have reviewed our current arrangements for all office-based staff and will temporarily relocate a number of key personnel at our new business Back-up Operations Centre as well as having staff working remotely if and when necessary. This will allow us to maintain services whilst mitigating the potential of spreading the virus throughout the workforce.
- Our Head Office will be open and manned as normal during working hours and contingency plans are in place to reduce the potential of spreading the virus
- There will be no change to the service levels for Customers when contacting our Business
- We are fully committed to doing all we can to ensure minimum disruption to our business and the continued supply of products to our customers
- Our Staff receive regular briefings and updates on the spread of COVID 19 and appropriate measures are being taken to ensure all unnecessary business travel is suspended
- Hand sanitiser and disinfection wipes are available throughout the business. for our team is being advised and encouraged to follow hygiene protocols as recommended by the World Health Organisation, link here:

https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf?sfvrsn=359a81e7_6

At the above date we have no suspected or reported cases of Coronavirus in our workplace and our management team is monitoring the situation very closely. We will update you with any more information as and when we have it.