

POLICY 009 – Coronavirus Covid-19.

As an organisation with international links, it is crucial that CSC International identify and monitor any circumstances which may affect the health and safety of our employees, customers, suppliers and guests.

Coronavirus is a rapidly evolving situation which the World Health Organisation, the Government and Public Health are monitoring daily. Whilst we appreciate there is growing media coverage, CSC International would like to offer reassurance that our operations have not been identified at any higher risk than the rest of the UK. It is still prudent however to make provisions to mitigate any risks associated to Coronavirus. In these unprecedented times, it is ever critical that we protect all personnel involved in our operations.

Aligned with Government recommendations CSC International ask that you join us in making every effort to maintain high health and safety standards for the protection of all employees, contractors and customers and to aid the effective continuation of the International supply chain.

We have now put in place extra safeguard measures which are detailed below. Please note that this Policy is subject to change as the situation is evolving daily.

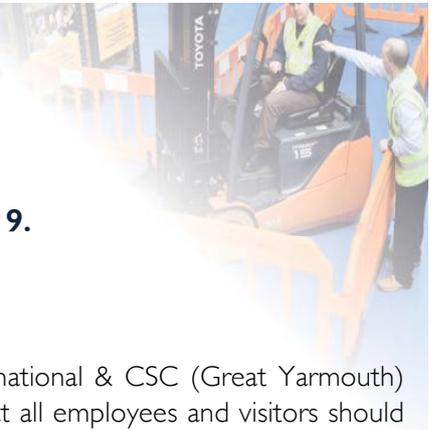
Incoming Traffic & Personnel

- A strict process has been implemented for the request of Declaration of Health statements from all incoming goods vehicles. Any vehicle without an appropriate Declaration will not be able to enter the companies facility (CSC) until isolation measures have been put in place by the appropriate authorities.
- For pedestrian traffic, indications that any company personnel or course candidates are of ill health will raise queries. Any red flags may mean access refusal to the CSC International facility.

Travel Guidance

- All CSC International personnel and course candidates are urged to familiarise themselves with the travel advice issued from the UK Government
- Any CSC International personnel returning from the specified countries on the Government website who experience flu-like symptoms, must follow the guidance offered and self-isolate for the recommended period.
- All CSC International personnel are advised to regularly track travel updates.





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General Hygiene Awareness

- Good hygiene standards are being advocated through CSC International & CSC (Great Yarmouth) facilities, with additional hygiene awareness. It is recommended that all employees and visitors should be vigilant with hand washing. Sanitisers are available in reception and welfare areas and we encourage they are actively used.
- Please work with us to promote healthy practices to individuals visiting our facility by advocating the use of hand sanitisers, soaps, cleaning wipes and disposable towels

Ongoing Operational Planning

- CSC International have implemented robust procedures and guidelines which all areas of the business, leadership teams, management and employees are expected to follow.
- Continuity planning and risk assessments are established for critical functions across the business and we have additional considerations in place for off-site and remote working.

The decisions we are making rely heavily on the guidance we are receiving from the Government and Public Health, they are intended to protect the health and welfare of our employees, customers, suppliers and guests.

We recognise the uncertainty this global health issue is creating and we are committed to keeping you informed as this situation evolves.

A handwritten signature in black ink, appearing to read 'Peter Thomson'.

Peter Thomson
Managing Director
March 16th, 2020.

