

# **COVID-19 Jenner Group Policy**

Along with all reputable businesses worldwide, Jenner are closely monitoring the outbreak of Coronavirus (COVID-19) and taking relevant guidance to ensure we respond as efficiently and effectively as possible.

Whilst we intend to proceed, as much as possible, on the basis of business as usual, ensuring essential progress on site is maintained, the health and welfare of all our staff, stakeholders, clients and their loved ones, remains our utmost priority in these unprecedented times.

Within Jenner a committee has been formed with the intention to meet as regularly as required to ensure that we are responding appropriately to the current risks and as the situation develops.

Currently our Main office (Folkestone) and all sites will remain open and operational and you can reach the team in the usual way either by phone or by email.

It is imperative that everyone remains vigilant, and with high regard for their colleagues, and follows the correct steps should they or anyone else feel unwell or display the common symptoms of COVID-19 (high temperature and/or a new and continuous dry cough)

Alongside government guidelines for heightened hygiene and self-isolation, we will be adopting the following measures to ensure our staff, suppliers, sub-contract supply-chain, clients and their consultant teams are kept safe:

## Meetings / Business Networking:

We will adopt a common-sense approach, based upon government guidelines, with regards to holding and attending business meetings and networking events. Our advice is that these should only be undertaken where the requirement is business critical and if so in small numbers. We are actively encouraging all parties to consider alternative methods to carry out meetings such as conference calls or Skype. For essential face-to-face meetings we recommend that these take place in well-ventilated rooms with sufficient room to allow distance seating arrangements. It is also prudent to avoid shaking hands.

## Site Operations:

If we believe someone on our site(s) has COVID-19, including (for example) sub-contractors and delivery drivers, we will advise them to immediately self-isolate in line with government advice.

All site Managers are fully briefed on the steps they must take and how cases should be reported and recorded.

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It is imperative that our supply chain ensure they have equivalent plans in place and are following government advice and we are working hard to ensure this is implemented with immediate effect.

We would request that only essential site visits take place and that anyone visiting site follows the guidance above in relation to meetings. Jenner reserve the right to refuse access to our sites by anyone we consider to be at risk.

We will continue to keep you updated with the company's plans and response to the spread of COVID-19 as it develops and thank you for your patience at this time.

Yours sincerely for JENNER GROUP LTD

MARTIN SANDALL MANAGING DIRECTOR

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