



Ninehundred

Communications
Group

Ninehundred Communications Group Ltd are closely monitoring the status of the coronavirus outbreak in the UK and the potential adverse impact this could have on our business. The health and well-being of our employees, customers and supply chain, are our top priority.

As the COVID-19 situation continues to evolve we are putting into place a number of measures that will help us to limit the disruption to our services should the spread of coronavirus continue:

- We have reviewed our Company Business Continuity Plan to ensure that we can and will continue to supply products and services.
- We will inform our customers and supply chain of any possible employee cases, indicating sites they have visited to enable them to take the appropriate action to prevent further transmission
- Continue to clean and sanitise all equipment leaving Ninehundred Communications premises prior to dispatch.
- We have communicated internally to all our employee's precaution's to be taken and how to avoid risks of coming into contact with people who may be affected. Mainly an increase in personal hygiene using tissues if sneezing, washing hands, using sanitising gels and a reduction in travel within the UK unless necessary.
- At this stage we are still carrying out face to face meetings whilst monitoring events of the situation.
- Work with our supply chain that could prevent the delivering of goods or materials.

We kindly ask our customers and suppliers to inform Ninehundred Communications Group of any significant risks or service delivery issues at their sites by responding to the email address quality@ninehundred.co.uk

In order to help reduce the risk of spreading the virus, please follow NHS England's guidance on infection control and prevention and refer to Public Health England's guidance (see links below)

- NHS England advice: <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- Public Health England advice: <https://www.gov.uk/government/organisations/public-health-england>

If you have any questions or require further support, please email quality@ninehundred.co.uk

We very much appreciate your support.



Robert Rees
Managing Director
Ninehundred Communications Group Limited