

COVID-19 Communication to Interested Parties

18th March 2020



To all stakeholders,

These are unprecedented times regarding the growing general concern around the spread and impact of the Novel COVID-19 virus.

O.C.O Technology believes that communication is key and would like to take this opportunity to reassure all its customers, contractors and suppliers that continuity plans are in place to help prevent or minimise disruption during these difficult times.

Here at O.C.O Technology we are taking proactive and preventative measures to protect our employees, our sites, our customers and our supply chain. Some of the key aspects are:

- Providing our employees with information and best practices to prevent the spread of any illness, encouraging home working where possible
- Establishing and preparing plans for confirmed cases (currently there are no confirmed cases within the business)
- Regular dialogue with all of our critical suppliers and customers
- Limiting all business travel within the UK. All overseas travel remains suspended
- Deploying and encouraging 'distancing' in our operations both internal and external and using electronic equipment for communication wherever possible.
- Regular temperature screening of all employees and providing hand sanitising stations at all entrances to the business as well as in welfare areas and actively encouraging all individuals to wash their hands more frequently

We will continue to monitor this fluid situation and will alter our working practices as necessary. Rest assured at O.C.O we are all committed to making every effort to keep people safe and healthy and to continue to deliver our services to all of our clients. Further updates will be issued as and when necessary.

Kind Regards

Steve Greig
Managing Director



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ISO 14001
OHSAS 18001

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