

W G Davies (Landore) Ltd

Service partner of MAN national company



Coronavirus update – (COVID 19)

WG Davies are constantly monitoring the Covid-19 / coronavirus situation and are taking every precaution to ensure the health measures and disease prevention within our working environments, as the safety and wellbeing of our employees, customers and suppliers is our greatest priority.

Following the announcement made by the World Health Organisation that Coronavirus/Covid-19 has been classified as a pandemic and subsequent UK government directives as at today's date. We are writing to outline the updated measures we have put in place to business continuity, recognising the broad range of services we provide our customers during this critical time.

Our business continuity plan procedures are directed and managed by our senior management team, dedicated to our strategy and response to this pandemic and we will continue to update the Business continuity plan to ensure the safe and effective continuation of our day to day activities. Therefore, interim procedures have been put in place including:

- Continuous communication with our employees reminding them about the importance of good hygiene, providing them with suitable equipment and facilities, health education and support whenever needed.
- Restrictions on all non-essential travel, limits to the size of meetings and provision for remote work solutions.
- Extended application of our VPN, enabling WG Davies employees to perform many office functions away from site. We will therefore instruct our employees to work remotely when and where appropriate. For those employees such as parts delivery drivers, technicians and all our staff who are required to interact with both colleagues and customers alike, we have taken steps to limit exposure to the virus and continue to reinforce safe behaviour at both customer and supplier business locations as well as our own facilities and offices.
- Direction that employees who have symptoms of COVID-19 to not report to work, with specific quarantine and communication, procedures in place should an employee be diagnosed with COVID-19 or is asked to self-isolate by public health authority.
- Increased office and workspace cleaning services through our appointed contractor, with clear protocols in place that if required will activate disinfection and appropriate quarantine procedures based on recommendations by government and health agencies.

We are closely monitoring updates from both the UK government and the World Health Organisation and we will continue to seek guidance from these agencies, government departments and public health officials on an ongoing basis.

We will continue to monitor the situation and apply all measures necessary to maintain safe, compliant and reliable support for your business. We endeavour to give the best possible service during these challenging times.

SWANSEA (Parts & Service)

St David's Road,
Morrison Enterprise Park,
Morrison, Swansea SA6 8QL
Tel: +44 (0)1792 795705
Fax: +44 (0)1792 797823

TENBY (Service)

Hazelbrook Garage,
Sageston, Tenby,
Pembrokeshire SA70 8SY
Service: +44 (0)1646 651484
Fax: +44 (0)1646 651167

CARDIFF (Parts & Service)

Newlands Road,
Wentloog Corporate Park,
Cardiff CF3 2EU
Tel: +44 (0)2920 361133
Fax: +44 (0)2920 796423

WG Davies (Landore) Ltd. Company Reg. No.: 470607. Vat No: 121-9159-84. www.wgdavies.com



Cert No. 14133868

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