

WT HILLS LTD – STATEMENT REGARDING COVID-19

In the light of Government advice regarding Covid-19 (Coronavirus) we want to share the measures we have put in place to ensure we continue to offer a high-quality service and that our staff can work safely with our clients, colleagues and contractors.

As a professional consultancy we have assessed the risk in our working practices and are taking the following actions to reduce the risk of spreading the virus.

At present, all office staff are working from home.

We have appropriate IT systems in place to enable our staff to work remotely without disrupting our service to our clients.

Vulnerable staff or staff deemed at high risk of contracting the virus will self-isolate in line with government guidelines. Isolated staff will continue to work from home

Where possible we conduct meetings by Phone, Skype, Microsoft Teams etc.

We shall continue to make site visits where valuations of work in progress on live construction contracts are being undertaken. The NHS advice has been shared with everyone within the company, so everyone is aware of and encouraged to take precautionary measures. Masks, gloves, hand sanitisers and tissues are widely available for staff who are visiting construction sites

If an individual staff member has contracted the virus then affected clients will be immediately updated. Workload and responsibilities will be assessed and redistributed within the company.

Our Staff will not attend any events etc, where exposure is to larger groups of people, or those held in a small, enclosed environment, until further notice.

We are continuing to monitor government advice and will update our procedures where necessary.

If you should have any queries or comments please do not hesitate to contact me or another member of the Hills senior management team.

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