

## STATEMENT ON CORONAVIRUS. COVID-19

At Smith Bros (Caer Conan) Wholesale Ltd, we are firmly committed to delivering our services to the highest possible standard, without putting the health and wellbeing of our colleagues or our customers at risk. We understand the importance of co-operating with our customers during times of uncertainty to create assurance that the right procedures are in place to ensure the safe continuation of business.

We have a business continuity and disaster recovery plan in place which plans for a variety of potential business continuity incidents, including the impact of pandemic illnesses. Although there are a small number of cases of Coronavirus confirmed in the UK, there is no current impact to our teams or the services that we provide at this current time.

However, as part of our business continuity framework we are carefully monitoring the development of the Coronavirus outbreak.

This includes:

- Daily monitoring of supply chain impacts with product manufacturers and supply chains;
- Daily monitoring of the advice and guidance issued by the Department of Health and Social Care, Public Health England and the World Health Organisation;
- Daily monitoring of reported cases and infection rates;
- Reducing any non-essential travel between our office locations;
- Internal monitoring of absence levels in line with typical measures at this time of year;
- Internal communications to provide updates to our colleagues.

In addition to taking advice from leading public authorities, we are ready to put in place appropriate and precautionary measures should this be necessary.

This includes:

- Enactment of part or all of our Business Continuity plans (BCP) for a particular locations and/or movement of staff to alternative locations for the work to be performed;
- Engagement with third-party suppliers over their readiness for dealing with a Coronavirus pandemic.

We will continue to watch carefully for new developments as the situation unfolds and adapt our policies accordingly. However, if you have any immediate questions or require any further information, please direct these requests to your Account Manager in the first instance.

**Board of Directors.**

**Smith Bros (Caer Conan) Wholesale Ltd, Doncaster.**