

24 March 2020

## Coronavirus (COVID-19) update

In the UK, Light Forms is closely monitoring UK Government guidelines and complying with them. We continue to operate responsibly in the spirit of the guidelines. We will continue to manufacture for as long as possible in order to minimise disruption to production, maintain deliveries to our customers and protect jobs. We recognise that the situation is changing rapidly and will respond to it as quickly as possible, if not anticipate it.

In the meantime, protocols are in place at the factory to minimise risks and avoid spreading the virus with the adoption of increased hygiene measures. Our Production workforce receives daily briefings about the situation, including health and hygiene awareness and up-to-date advice from the Government. Everyone is practicing social distancing. No one is using public transport.

As many employees as possible are now working from home. Those who have developed any symptoms - no matter how mild - are self-isolating at home for 7 days. Whilst those who live with people who have shown symptoms are self-isolating at home for 14 days. Our slightly reduced Production workforce continue to manufacture and deliveries are being made, although site visits are suspended for the time being.

Light Forms is a customer-focused company. We will do all we can to support our customers during these unprecedented times, balancing it with doing our very best to protect the health of our workforce, their families and to Society. So, for any temporary disruptions that do occur we apologise and ask for understanding as we do our best to navigate through this challenging time.

Our very best wishes to you all, your families and communities for continued health.

Harry Prior  
Managing Director



ISO  
9001  
Quality  
Management

ISO  
14001  
Environmental  
Management

ISO  
45001  
Occupation  
Health & Safety  
Management



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