



Bedford House  
Rutherford Close  
Stevenage  
Hertfordshire  
SG1 2EF

E: enquiries@arj.co.uk  
T: 01462 768355  
W: www.arj.co.uk

## TO WHOM IT MAY CONCERN:

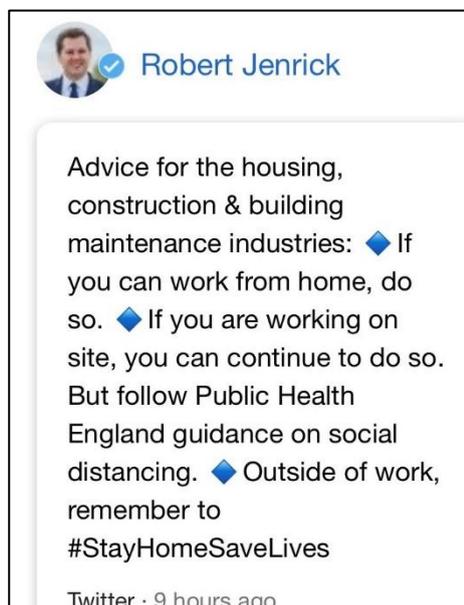
### COVID-19 UPDATE – 24<sup>th</sup> MARCH 202

In light of the recent national and global events regarding the spread of the COVID-19 virus, and following Prime Minister Boris Johnson's announcement last night, we wish to clarify the current status of our on-going operations.

#### SITE BASED ACTIVITIES

As of today (24.3.2020), all our construction sites remain 'live' and operational. This is in line with the latest government advice and specifically from the Housing Minister, Robert Jenrick.

We are aware that there are many conflicting reports and opinions being aired in the media, so we have enclosed the clearest government statement possible covering site work:



In line with the above advice, it is our intention to remain operational of all contracts and sites until such time as we are formally instructed to close by our clients or by the government.

## SITE BASED MEASURES

All sites are currently working to specific safeguarding measures, which include:

- Enforcement of social distancing when undertaking tasks, by a minimum of two metres. Activities are being selected to specifically comply with this directive on each site, ahead of perceived efficiency.
- Any company restrictions relating to use of private transport, car allowances and expenses has been relaxed, to ensure that operatives can safely travel to and from site whilst socially distancing.
- Site rules relating to welfare breaks (e.g. eating lunch etc) have been relaxed, to enable operatives to maintain a safe distance from each other during these periods.
- Toolbox talks are highlighting hygiene and social distancing measures on site. Hand wash facilities and anti-bacterial hand gel availability has been increased and signage stressing the importance of cleanliness are displayed around the site.
- Operatives displaying any symptoms associated with COVID-19 are asked to leave site and self-isolate in line with official guidance.
- Appropriate site cleaning regimes are in place.

NB: The above is not an exhaustive list of measures currently being undertaken.

## OFFICE BASED STAFF

Our current contracts and sites continue to be serviced by our office-based support functions.

In line with government advice, all office-based staff members are now continuing to work from home. All staff have access to our Integrated Management Systems via our 'Connect' portal and can access the company servers using a VPN connection.

## COMPANY UPDATES

Please be assured that the Senior Management Team are committed to following the official UK government advice and will issue updates to all staff and clients in a prompt manner.

Where any disruption to on-going projects is expected, we will promptly advise our clients and keep them fully apprised of individual action and contingency plans, once the parameters have been considered.

For and on behalf of ARJ Construction Ltd.



Steve Doherty  
**Director**

24<sup>th</sup> March 2020