

# fluidic

## Response to COVID-19 (Coronavirus) Pandemic

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In guidance with government issued guidelines, it is important that we give due consideration to the recent Coronavirus threat. Day to day interaction with customers, suppliers and within our own team is vital to daily operation of our business. It is appropriate that we should always take reasonable precautions in terms of hygiene, paying particular attention during this time.

None of our staff have been to a cat 1 nor 2 area since first reports of the virus. Going forward, we obviously advise against travel to these countries and any staff that intend to do so have been instructed to make management aware before hand. Should this happen, this document will be updated.

Visitors to our offices in Glasgow and Warrington will be asked whether they have been to any affected area (cat 1 or 2) in the past 14 days, or if they have been in contact with anyone known to be carrying the virus or who is currently in a state of self-isolation.

If a visitor has been, specifically to a Cat 1 area or exposed to anyone carrying the virus or who is currently in a state of self-isolation, they will NOT be allowed access.

If they have been to a Cat 2 area, management will take a risk-based approach as to whether the visit is essential or not.

Both sites are already subject to regular cleaning routines as part of normal activities. During this time, extra attention will be given to communal areas (door handles, kitchen areas, meeting rooms etc) which will be wiped down daily. In line with government guidelines, staff are asked to be extra cautious regarding personal hygiene and hand washing etc.

### **Details from [www.gov.uk](http://www.gov.uk) website for info....**

Returning travellers:

Stay indoors and avoid contact with other people if you've travelled to the UK from the following places in the last 14 days, even if you do not have symptoms:

- Iran
- Hubei province in China
- Special care zones in South Korea (Daegu, Cheongdo, Gyeongsan)

Stay indoors and avoid contact with other people if you've travelled to the UK from the following places, even if you do not have symptoms:

- Italy (since 09 March)

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Stay indoors and avoid contact with other people if you've travelled to the UK from the following places in the last 14 days and have a cough, high temperature or shortness of breath, even if your symptoms are mild:

- mainland China outside of Hubei province
- South Korea outside of the special care zones
- Cambodia
- Hong Kong
- Japan
- Laos
- Macau
- Malaysia
- Myanmar
- Singapore
- Taiwan
- Thailand
- Vietnam

Anyone with any questions, please contact me using the details found on our website, [www.fluidic-ltd.co.uk](http://www.fluidic-ltd.co.uk)

**Steven Biggs**  
**Director**  
**Fluidic Limited**

**12/3/2020**