



Underground Surveying & Mapping Specialists

To all our clients, contractors and colleagues,

RE: Covid-19 Policy Statement

We would like to reassure you that Infotec continue to operate as normally as possible during the Covid-19 Pandemic period of uncertainty. Where this involves work that can be facilitated remotely, all staff have been instructed to work from home and we have established systems to ensure that our service levels and communication do not drop during this time, however we appreciate your understanding if normal response times are impacted. We continue to monitor the situation very closely and have implemented a number of additional measures to ensure that we comply with advice from the government and Construction Leadership Council (CLC) at all times when site work is unavoidable (as it cannot be conducted from home). These include but are not necessarily limited to the following, which now form part of our modified Risk Assessments and Method Statements for all new projects.

- *Deployment of additional survey vehicles to increase social distancing of employees.*
- *Survey operatives to maintain minimum 2m separation with the public at all times – not considered a risk on most sites, particularly when operating at night.*
- *Survey operatives to maintain minimum 2m separation as far as is reasonably practicable (in accordance with Government guidelines)*
- *All site staff provided with FFP3 Masks to be worn in all circumstances where 2m separation is impractical for any period. Working groups (where employees are within 2m of each other) will be limited to a maximum of 2 persons in line with government stipulations.*
- *All site staff to wear Nitrile disposable gloves when working on site.*
- *All staff to wear disposable overalls when working on site (to be disposed of immediately upon completion of shift).*
- *All site staff to thoroughly wash hands and arms after finishing site works.*
- *All site staff to shower once returning from site before coming into contact with others.*
- *All of the above is in addition to existing government advice concerning the presentation of symptoms and subsequent self-isolation. Therefore, in the event that any member of staff presents one or more of the recognised symptoms of Covid-19 (new continuous cough and/or high temperature) they have been instructed under no circumstances to come to work. In the event that any member of the survey teams presents symptoms whilst on site or in transit, they will be instructed by the site person in charge to return home immediately and self-isolate in accordance with government stipulations.*
- *Arrangements are made where possible to undertake all site surveys at night where the likelihood of interaction and the need to be within close proximity to member of the public are minimized.*

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INFOTEC is a trading name of Noticepride Limited, Reg No: 2649466



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We would be pleased to provide further details upon request and if commissioned will assess the specific risks associated with individual schemes to determine whether survey works can safely proceed. However, we are confident that our additional safety measures in conjunction with our autonomous capabilities will allow works to proceed in accordance with the stipulated guidelines for work which cannot be practically conducted from home. However, we respect any decision taken by Site/Asset Owners or our clients to defer works if deemed to be non-essential/urgent.

We would like to take this opportunity to thank you for your continued support during what has been and will continue to be a challenging and unprecedented time. We would also like to further reassure you that as the government advice changes, so will our response to it to ensure that at all times we continue to operate as safely and responsibly as possible and in full compliance with the evolving government advice.

Thank you once again and we wish you and your families all the very best at this time.

Yours faithfully,

A handwritten signature in black ink, appearing to read "R Pitt", written over a white background.

Robert Pitt
Commercial Director
Noticepride Limited t/a Infotec

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