

13 March 2020

Coronavirus (Covid-19) – Policy & Contingency Plan

In light of the current global situation and the spread of Coronavirus in the UK, My View Limited wanted to communicate to you the actions we are taking to minimise risk. Our main priority is the safety and wellbeing of our Employees, Mystery Shoppers and Clients.

Following the advice and recommendations provided by the Government, Public Health England and the World Health Organisation, we feel it is still appropriate to continue with My View Limited's activities, as long as sensible precautions are followed. We are monitoring the situation closely and will amend this policy in line with Government advice if the situation changes.

In order to reduce the spread of the virus, we are currently taking the following precautions:

- We would prefer to avoid all 'face to face' meetings wherever possible, opting instead for telephone or Skype style meetings.
- In the event that there is no alternative to a 'face to face' meeting, the risk will be assessed at the time, however, we would prefer not to shake hands with anyone and the meeting should not take place in a public space (coffee shop, public house etc.).
- For the time being our Mystery Shoppers carrying out physical onsite activities will continue to operate as normal, as long as they are comfortable to do so, and are being advised to:
 - Not shake hands
 - Keep a sensible distance from the sales person
 - Wash their hands regularly

All perfectly normal under the circumstances and this advice will be reviewed on a regular basis.

- All other activities provided by My View Limited, Telephone, Email, CSI etc., will continue on as normal, as long as it is practical to do so.
- Should one of our Employees become ill or need to self-isolate, our business model allows for the ability to work from home, so will be available via email if needed.

Thank you for your continued support and custom. By taking these precautions now, we believe that My View Limited may continue to remain open for business through the majority of these troubled times and look forward to meeting with all of our Clients again, once the dangers from the pandemic have passed.

For further advice about staying safe: <https://www.nhs.uk/conditions/coronavirus-covid-19/>

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