



Regency Shipping Ltd



Ferrari Express Ltd



Regency Freight Services Ltd

## Covid-19 statement

The Directors of Regency Shipping, Regency Freight Services & Ferrari Express Ltd (the companies) recognise their statutory duties to employers, employees, visitors, and sub-contractors. As such, and with reviewing of government guidelines, risk assessments have been conducted, and appropriate measure devised to minimise COVID-19 risk as reasonably practicable.

Therefore, the intention of the companies as far as is reasonably practicable, to ensure that: -

1. On arrival, all Personnel, Clients & Visitors to use hand sanitiser or wash hands and check their temperature with equipment provided. **No individual will be granted access without a face covering.**
2. Face coverings are to be worn when moving around facilities, working closely with other personnel and, throughout a client or visitors attendance.
3. All personnel to maintain social distancing of 2m as reasonably practicable. Sanitising or washing hands throughout their working day, remain at workstation unless using welfare facility and follow route plan through their allocated unit.
4. When interacting with clients or visitors, social distancing of 2m should be maintained as reasonably practicable and wearing of PPE at all times. Clients & visitors need to be kept to an absolute minimum and only attend where entirely unavoidable.
5. Situations where unable to maintain 2m, minimum personnel in welfare areas, partnering of crews and vehicle allocation to be utilised. Route plan also created to maximise social distancing as reasonably practicable.
6. Employee interaction between departments', units', and other employees' to be kept to an absolute minimum and only when essential. Documents or paperwork required by another unit is to be deposited by the front door of said unit and notified to the recipient for collection.
7. Every employee at work will take necessary steps to protect the health, safety, welfare and environment of themselves and all other persons who may be affected by their acts and omissions.
8. Company vehicles to be sanitised at the end of the working shift, using a disinfecting solution, with a focus on high contact areas.
9. Personnel must adhere to client collection and delivery guidance at all times.

The companies are reviewing all processes and requirements and adjusting as reasonably practicable in line with government guidance. Any adjustments made will be communicated to all personnel and sub-contractors.