

COVID-19 POLICY – WestCountry Fruit Sales Ltd

WestCountry (Group of companies) are committed to ensuring that we reduce the risk of COVID-19 infection among our staff, our customers and all other parties that we interact with during our daily business activity. To this end, we have developed (and will continue to update) a Covid-19 mitigation policy that is reflective of the UK Government and WHO guidance on this important subject. Operational procedures at WestCountry have been thoroughly reviewed and updated in light of the Covid-19 threat, to minimise the Covid-19 risks to our staff and business partners, in line with the current official guidance.

WestCountry Fruit Sales Ltd's Supply Partners:

All of WestCountry (Group companies') supply partners are required to confirm that they are following the WHO and UK/NHS Government guidelines regarding COVID-19. These can be summarised as:

- Ensuring that any employees who may have recently visited an area with a high concentration of Coronavirus infections, automatically self-isolate (stay away from work/colleagues) for a minimum period of 2 weeks.
- Any employees that are showing any symptoms are instructed to self-isolate for a minimum period of 2 weeks
- They will immediately notify WestCountry of any confirmed cases of COVID-19 amongst their directly employed workforce. This is to ensure that a full understanding of the situation is secured quickly and that any consequential risks (if they exist) to WestCountry's staff is quantified and mitigated to ensure safe business continuity.

WestCountry Fruit Sales Ltd's Staff

- WestCountry Fruit Sales Ltd has fully adopted the WHO and UK Gov't 'self-isolation' policy outlined above. All WestCountry staff have been notified and are reminded of the requirement to self-isolate should the need arise.

- Similarly, WestCountry's HR (depot and departmental) managers are aware of the specific symptoms relating to Coronavirus infection and will immediately direct any employee appearing to display feverish.. or any other relevant symptoms, to self-isolate.
- Furthermore, WestCountry has a mandatory hygiene policy for all staff, requiring them to routinely wash/clean their hands throughout their day at work, whether they be in office, warehouse or road/field roles in the business. In addition to the conventional washroom hygiene and hand washing facilities within each depot, every WestCountry employee is encouraged to frequently re-apply anti-bacterial gel which is readily available to everyone via strategically located hand-pump dispensers in every WestCountry depot/office.
- All WestCountry delivery drivers are well trained and experienced professionals. In addition to the safe-hygiene policies outlined above, all drivers understand that we operate with a flexible approach to addressing the reasonable needs and preferences of our individual customers in the course of carrying out the physical point-of-delivery work. If any particular customer prefers that our driver wears blue powder free vinyl gloves to carry in the products supplied and to hand over paperwork (delivery notes/invoices etc) then each van is equipped with a stock of food-safe 'blue gloves' for the drivers to use as/when necessary.

Should you require any further information in relation to WestCountry's 'prevention and mitigation' policy in respect of the threat presented by Covid-19, please feel free to call your dedicated account manager or call and ask to speak to either of us directly to discuss it.

Yours sincerely

Roger Rossignol (co-MD)

Sean Williams (co-MD)