



CORONAVIRUS (Covid-19) UPDATE

Business continuity

The safety and wellbeing of our employees and the ongoing resilience of our business operations are of the utmost importance to us. As a Group, we have made a number of internal policy decisions to help protect our people and deliver business continuity. These policies have been in place for the last 7 days & are reviewed on a daily basis to reflect updated UK Government advice

A key element of our business resilience is the decentralised nature of our manufacturing network.

In order to limit the chance of any “cross contamination”, employees should only attend work at their specific place of employment i.e. there will be no inter-office or inter-site movements until further notice.

Working from home is actively encouraged, where relevant, with a goal of achieving a minimum of 50% coverage in Customer support departments

All external training programmes and conferences are on hold until further notice. All non-essential site visits by third parties will be deferred.

Where site movements and/or customer visits are considered absolutely necessary for the continued running of the business, additional health checklists and robust approval processes are in place at a site level.

Manufacturing operations

We are currently operating at full capability across our 18 locations.

As of today, we have 40 colleagues in self-isolation as per the Government guidelines, almost 75% of these are on the basis of household isolation. 15% of these cases are able to work effectively from home. This figure reflects circa 3% of our overall workforce, our concentration by individual site ranges from 0 to 12%.

Where our employees, or their household, are displaying positive symptoms of the virus, we are fully supporting them in their actions. Our employees will have no financial conflict in making the correct decision to protect their colleagues and the business.

On a daily basis we will review our ability to maintain existing shift patterns and capability for the week ahead, with a predictive view of a 14 day outlook.

We have resilience plans in place to transfer business where required between sites. These plans are tested on a regular basis, particularly during peak demand. In most circumstances

they will be managed on a regional basis where common manufacturing processes are supported by common systems and centralised planning.

Supply Chain

We continue to work closely with our key suppliers, most notably paper & logistics. No significant risks of interruption have been identified at this stage, with all key partners operating to normal capability.

Our independent status allows us source from a wide range of both Domestic & European raw material suppliers. Paper stocks remain healthy, there is no need for our Customers to strategically alter their normal order patterns.

Demand is currently good, with particular increases seen in the food sector, as our Customers strive to support the Retailers in replenishing supply lines, against a backdrop of unprecedented consumer demand.

Next Steps

We will keep the situation under continual review and follow UK Government advice as and when it is updated. Our aim is to continue to provide a high level of transparency to our Customer base, allowing proactive and sensible decisions to be taken.

Finally, I would like to place on record my appreciation of our employees and key business partners. The level of commitment displayed to date, in ensuring our businesses can continue to operate “normally” in what are clearly exceptional times cannot be underestimated.

Alex Kelly

CEO Logson Group

