

29<sup>th</sup> November 2021

Dear client

**RE: UPDATE REGARDING COVID 19 RISK MANAGEMENT**

Following the news regarding the emergence of the Omicron variant of Covid-19 and the Government's recent statement regarding the introduction of measures to reduce the transmission of the virus, I would like to update you regarding operational changes we are putting in place across all Acivico Group businesses.

As there is some uncertainty about the impact of Omicron, we have decided to implement some operational changes to help protect our clients, employees and suppliers. These measures come into immediate effect and will remain in place until 4th January 2022 when we should know more about this variant and its implications.

**Operational Changes**

With immediate effect, our offices at 3 Brindley Place will be closed and whenever possible, we will be working remotely. However, necessary site visits can continue providing that a risk assessment is conducted prior to the visit taking place.

A necessary site visit comprises of any visit required for the purposes of building control or, in the case of schools and public buildings, statutory compliance or reactive maintenance. If you need further guidance, please contact your Customer Account Manager or a member of our Customer Experience Centre on 0121 274 3464.

Please note, to help protect our employees and others, the wearing of face masks is now mandatory for Acivico employees during visits to construction sites, offices and private homes. Our employees are also required to comply with all Covid related risk mitigations which clients require at their sites, premises or homes.

I hope this update is helpful. Your Customer Account Manager will be able to answer any questions you may have or to provide additional assistance.

Thank you for your continued support in these challenging times and stay safe.

Chris Hall  
Group Managing Director  
Acivico Group

[www.acivicogroup.co.uk](http://www.acivicogroup.co.uk)

Acivico Limited trading as Acivico Group  
(Company registration number 07792304)

Acivico Group | Louisa House | 92-93 Edward Street | Birmingham | B1 2RA

