

# Company Statement

## dg8 design & engineering Coronavirus Risk Mitigation Plan

18<sup>th</sup> March 2020

In light of the outbreak of Coronavirus (COVID-19), Icomera is taking the necessary preventative steps to ensure that we are prepared for all possible scenarios. The situation regarding Coronavirus continues to be dynamic in nature; clients can rest assured that Icomera is working to actively monitor and react to any developments swiftly.

Our approach based on the ongoing guidelines is to be as proactive as possible, to place our team's wellbeing and safety first, while at the same time ensuring that we are also acting responsibly toward the communities in which we live and the clients whom we serve.

From today, March 18<sup>th</sup>, all of our staff are working from home and will continue to do so for the next two months in order to exercise the social distancing that is recommended as a precautionary measure. Our aim here is to protect Icomera staff from infection, to help limit the spread of the virus, and to maintain business continuity. We will review the necessity of this approach on a frequent basis.

We are in the early stages of this revised working arrangement and are continually updating our working practices to ensure we can continue to deliver in a safe and effective manner. We will be reviewing all current projects and reporting to you any impact that this new working arrangement may have on our commitments to you. The reality of this new arrangement is that it may take us longer to respond than would usually be the case but if you can bear with us as we mobilise this effort that would be much appreciated.

Appropriate internal procedures have been put in place regarding the steps Icomera offices and staff should take if any member of our team shows acute symptoms of having a respiratory infection, comes into contact with a confirmed case of Coronavirus, or has had contact with a person who has had contact with a confirmed case of Coronavirus in the last 14 days.

- All Icomera staff will comply with mandatory procedures issued by the Governments of their home countries, the Icomera Group, and Icomera's parent company ENGIE, in relation to limiting the spread of Coronavirus – These procedures act as common denominators for all mitigating actions and decision-making.
- Each of Icomera's regional entities have produced a local Coronavirus Business Continuity Plan which reflects the centrally communicated procedures and provides resilient support for our clients. Our pandemic response expands on the office-specific and department-specific steps which will be taken to mitigate risks; regionally appointed steering groups will keep staff updated on local procedures and manage any modifications which might be required as the situation continues to develop.
- Non-essential business travel is currently restricted, with trips being postponed until further notice. All internal and external meetings will be taken via audio / video conferencing to reduce the requirement for business travel.

**Clients with any outstanding questions or concerns about specific projects or activities should contact their Project Manager or any of the Company Directors.** We appreciate that these are challenging times for everyone in our industry – professionally and personally. We will continue to strive for normal business to the best of our ability under these exceptional circumstances.