

Coronavirus (COVID-19) Statement

24 March 2020

Dear Customer

CMD Ltd is carefully monitoring the rapidly evolving COVID-19 situation and is responding to the recent government announcement.

CMD Ltd is open for business and will continue to manufacture and distribute orders to the best of our ability.

To protect the health and wellbeing of our customers, suppliers and our employees, and to ensure we maintain the highest level of service in support of your business requirements, CMD Ltd continue to look for ways to safely navigate this situation.

Following government advice, the following actions have now been taken to slow the spread of the virus:

- All office-based staff continue to work from home. Please continue to use your usual methods of contact but please note that our switchboard will direct you to an appropriate contact.
- We have implemented best practice guidelines for personal hygiene and distancing in all areas of the business. Our warehouse and distribution facilities will operate with reduced staffing levels and we have introduced “one-way” pedestrian routes to enable everyone to observe the 2-metre social distance.
- Our buildings remain closed to visitors. Any pickups now require advanced notice and drivers must wait in the pickup area.
- We have stopped all non-essential business travel both here in the UK and overseas.

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Issue No. 002

Issued by: A. Fraser
Approved by: J. Holding

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Registered in England Reg No. 2290387
VAT No. GB 927 2314 33. WEEE Car No. WEE/BE0005ZR



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CMD Ltd, An *IDEAL* Company.



At this time, COVID-19 has had minimal impact on our ability to support your business, but we will continue to monitor the situation closely and inform you of any changes. In support of this, please let us know if you have made changes to your business operations so that we can organise accordingly.

On a personal note, over the last 20 years that I've worked at CMD, the team have constantly gone above and beyond my expectations with regards their commitment to the business and its customers.

During these very testing and worrying times for everyone, I'm genuinely humbled by their commitment. I'm extremely proud to be leading such an amazing group!

If you have any questions or concerns about how this communication affects you, please contact us by either of the below email addresses.

sales@cmd-ltd.com

customerservices@cmd-ltd.com

A member of our team will then be happy to assist you with your enquiry.

Signed:

Jon Holding
General Manager

Date: 24/03/2020

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