



## **BDS - COVID-19 CORONAVIRUS POLICY AND BUSINESS CONTINUITY**

Hello from BDS

The recent postponements to IFSEC and other trade events, have highlighted the impact of COVID-19 (Coronavirus) on the fire and security industry.

BDS are taking steps to ensure the safety of our staff and continuity of the service delivered to all our customers.

BDS already has a business continuity plan in place including staff being able to work from home and critical systems being available over networks and 'The Cloud'.

This should minimise disruption of our services and ensure we can continue to support all our clients, large and small organisations, who depend on us to keep their life safety systems running.

We also confirm that for the foreseeable future we will be continuing to operate our 24/7 365 days emergency call out service and our planned preventative maintenance services.

We understand that the rapidly evolving situation is causing uncertainty and we are now actively encouraging clients to consider using video and telephone meetings and our IT department are on hand to help you with any technical support you may need.

Our operatives out in the field have been given all the information on how to stay safe including, but not limited to, the following:

1. Re-wash hands thoroughly using government guidelines after each task/ every 1-2 hours.
2. Travel to site in company vehicles as opposed to public transport to avoid unnecessary contact with others. If needing to travel by public transport engineers will travel at distance, we have also authorised the use of black cabs to stay isolated.
3. Prepare lunches from home to minimise social interaction going for lunch – also minimises the need to travel.
4. Tool sharing to be avoided and antiseptic wipes to be used to disinfect tools and equipment regularly.
5. Using thermometers, record their own temperature prior to going on site each day which should indicate abnormal raised temperature or fever, this symptom being the main common factor in cases of infection, then follow the self-isolate procedure and contact NHS111 online for further help and instructions if affected. Contact their line Manager who will reprocess their work and agree changes with clients.



Information on the virus and current NHS and government guidelines can be found here

<https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-covid-19>

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

We also urge you to check daily for UK Government updates.

For any further information or general advice please do not hesitate to get in touch with your usual BDS helpdesk or team member.

Our office number is the usual one, 020 8773 3377 Option 1 for Helpdesk, 2 for Accounts and 3 for Technical queries.

Or you can get lots of information from our website [www.bds-fire.co.uk](http://www.bds-fire.co.uk)

Or by email [info@bds-fire.co.uk](mailto:info@bds-fire.co.uk)

Please keep in touch but most importantly stay safe

Thank you

Kind Regards

*Kevin Blyde*

Managing Director