



## Response to Coronavirus Outbreak by Pulsar Process Measurement

Dear Sir/Madam,

As a result of the spread of Coronavirus, not only in the UK and Ireland, but on a global basis, Pulsar/Greyline would like to make you aware of the steps we are taking to protect the safety and wellbeing of both our employees and our customers across the world.

The Senior Management Team at Pulsar/Greyline have been closely monitoring the developing situation regarding COVID-19, and are following advice from the Government, Public Health England and the World Health Organisation.

As a result, we have initiated the following procedures in all of our facilities:

- Minimized travel for all employees to trips that are business-critical only
- For those employees that have travelled, either on business or for personal reasons, enforced a 7-day self-isolation period on their return
- Any employee that has attended a large gathering of over 500 people is also required to self-isolate for 7 days.
- Ensured that any employee that is able to work from home is able to do so by procuring sufficient laptops and mobile phones. If and when the government enforces a work from home only legislation, e-mails will be answered as normal but incoming phone calls will be diverted to a mobile phone number in an isolated location.
- Around the office and factory shop-floor we have instigated regular sanitisation of all contact points such as door handles, handrails, kitchen areas, office and factory shop-floor equipment, as well as reminding all employees of the importance of thorough and frequent hand-washing.

Currently, our factories remain open, however please expect a slight increase in the lead time we can offer for all products as a result of limited or reduced supply of critical components from outside of the UK. We have put processes in place, for example holding additional stock of key components and identifying alternative suppliers, to ensure continuity of supply and production.

At this time, most of our workforce have been able to come to work as usual and we have no shortages of components (such as microprocessors) that are affecting production. However, the situation is changing daily therefore we will send further announcements regarding our ability to build and ship product should the situation change.

Please feel free to contact a member of the team using the contact details below if you have any questions or concerns.

Yours Faithfully,



Georgina Perkins  
Managing Director