

R.S.L. (Ireland) Ltd.

48 Robinhood Industrial Estate,
Long Mile Road,
Dublin 22.
Ireland.

Tel: +353 1 450 8011
Fax: +353 1 456 7512
E Mail: gerry@rslireland.com
Date: 15 June 2020

This statement also applies to our sister company.
Refrigeration Products (1999) Ltd. Belfast, N. Ireland.

How we deal with the Covid-19 virus outbreak

General:

We are an essential refrigeration equipment supply company.

We consider Continuity Plans, including pandemic operating plans, the new reality of our business.

We have made some changes to adapt to the current situation:

- The management meet online daily, we update each other on any occurrences or changes needed.
- We have a staff Covid manager appointed.
- We have asked each warehouse to elect a staff awareness representative.
- We have carried out a risk assessment on our operations to ensure safety for all.
- We are operating normal hours in all depots.
- Customers wishing to collect from our depots are requested to ring/mail ahead.
- Full recommended PPE is freely available to staff and visitors and all are requested to use properly.
- Everyone who can is working from home with full computer, email etc access.
- We have upgraded our IT setup to deal with the increased remote working.
- We have reassessed our internet security do deal with above and the increased threats lately.
- Where possible, we are operating the warehouses with minimum staff and rotating daily attendance.
- We no longer offer site visits to our customers unless we are convinced that a real emergency must be avoided. In that case we must be convinced that proper safety conditions exist.
- Our transport fleet is being used only when required.



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Warehouses at CORK BELFAST DUBLIN GALWAY LONDON MANCHESTER GLASGOW COVENTRY YEXETER
Bank, AIB Bank Ltd. Terenure, Dublin 6. Reg. No.25550 Irl.
Directors, G. Mc Donagh, D.Cherrill, S.Kerr Sec. H.McDonagh. VAT Reg.No.9Y46959M

How we deal with the Covid-19 virus outbreak - Page 2

To Staff & Visitors:

- Clean your hands often. Use soap and water, or hand sanitizer.
- Strictly observe the 2 metre rule.
- Don't be shy about asking others to keep the 2 metre distance.
- Don't touch your eyes, nose or mouth.
- Maintain an even safer distance from anyone who is coughing or sneezing.
- Avoiding touching phones or electronic tablets belonging to customers or delivery personnel.
- Use the protective kit (PPE) supplied for you and offer to visitors.
- Make sure visitors do not move outside the designated areas and maintain correct spacing.
- Clean down, with disinfectant, all surfaces after visitor contact. Otherwise approximately every hour.
- Cover your nose and mouth with your bent elbow or a tissue when you cough or sneeze.
- Remember that you can spread the virus even if you have no symptoms.
- Stay home if you feel unwell.
- Follow the HSE guidelines and avoid all meetings outside RSL even friends and family.
- If you have a fever, a cough, and difficulty breathing, seek medical attention-ring your doctor.
- Report anyone who is ignoring any safety rules. It's for ALL our safety.

We ask that we all check our own temperatures daily, soonest after arriving and again before leaving. Avoiding unneeded visits to medical facilities allows healthcare systems to operate more effectively, therefore protecting you and others.

We have asked any members who may be health or age compromised to remain at home in isolation

We have introduced all the separation techniques available:

- One customer only with one staff member
- Separate entrances for each customer,
- Perspex screens between customer and staff members.
- Disposable eating and drinking utensils.
- Office desk use separation, where feasible –
- Warehouse one way walk systems, personal phones, online conference meetings, full PPE available for all staff and visitors.
- Multiple Floor and other signage,
- Staff awareness sessions and routines.

Phone numbers: Gerry McDonagh - 0862557875 Seamus Kerr - 0872352523
Michael Miskell - 0876207158 Deborah Roche - 0867773817

HSE helpline Dublin 1850241850 Belfast 0300 790 6787



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