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CORPORATE ANNOUNCEMENTS

MESSAGE TO STAFF REGARDING HOME WORKING

You will be aware that the government advice on limiting the spread of coronavirus changed radically last night.

We will issue updated guidance later today but this interim note sets out measures relating to staff who may be able to work from home.

The government advice is that people who can work from home should do so and that people who cannot work from home should come to work as usual. They are clear that the purpose of this is to slow the spread of the virus, rather than to protect individuals.

If you believe that you can work from home you should today discuss with your manager: Whether you can practically work from home; When you can begin to work from home; What you can do from home; And for how long you have the ability to work from home and useful work to do at home.

Our aim is to take decisions on who can and can't work from home by close of play today or tomorrow at the latest.

Please do not take a decision to work from home on your own without discussing with your manager.

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