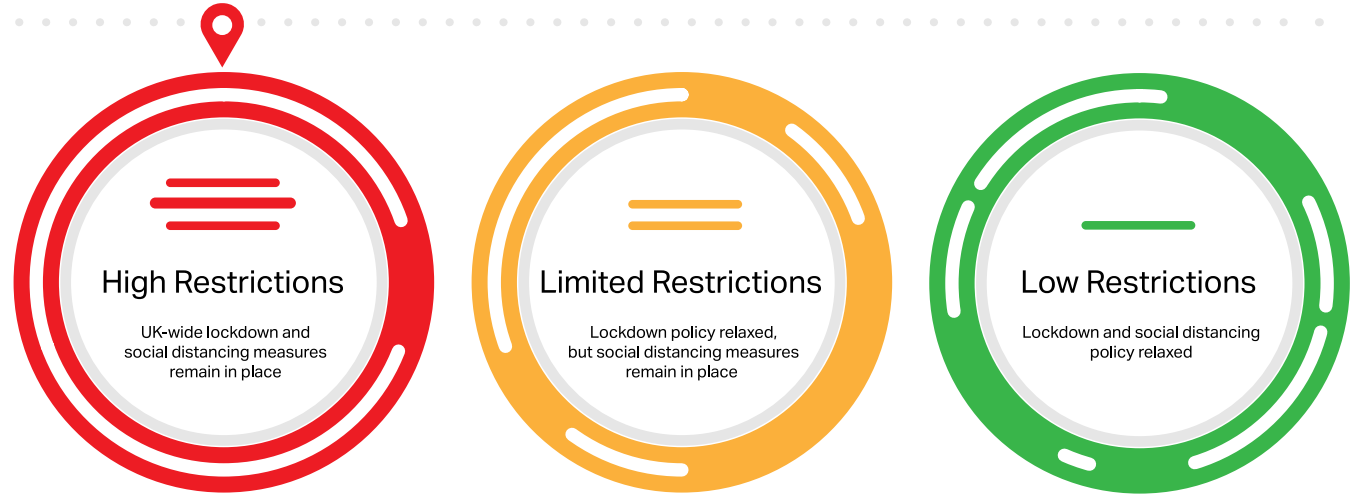# Gamma's COVID-19 Response Status

Gamma

We are currently here

High Restrictions
UK-wide lockdown and social distancing measures remain in place

Limited Restrictions
Lockdown policy relaxed, but social distancing measures remain in place

Low Restrictions
Lockdown and social distancing policy relaxed

Optimising the remote working environment
Remote working environments optimised for the longer-term.

High Restrictions	Limited Restrictions	Low Restrictions
Review critical operations' home connectivity options Consider self-isolation for some until vaccine arrives Meetings in offices by exception	Limited office return Social distancing policy in offices	Share plans to repurpose office space for the longer term Phased introduction of wider office facilities Lasting policy on remote working

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Staying well connected to others
Video and collaboration tools with colleagues, suppliers and customers to remain primary way to interact.

High Restrictions	Limited Restrictions	Low Restrictions
Video-first calling internally as part of working routines Promote customers and supplier engagement through video and collaboration tools	Maintain video and collaboration tools in office and at home Ongoing regular digital engagement with customers	Use Gamma products to communicate and collaborate Drive Gamma as a case study of the future Evolve products based on our needs

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Adapting to supplier or customer changes
Adapt ways of working to nurture growth opportunities and ensure continuity of supply and service.

High Restrictions	Limited Restrictions	Low Restrictions
Monitor implications of supplier restrictions on how we provide and support products Teams empowered to quickly react to changes and make decisions on how we adapt	Adjust procedures to suit customer/supplier site visits Introduce low risk changes to social contact with customers and suppliers	Implement lasting changes to work with customers and suppliers

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Maintaining an effective team
Reinforce strategic objectives and how we achieve them as a team within a virtual working environment.

High Restrictions	Limited Restrictions	Low Restrictions
Adapt management styles and structure to develop highly effective remote teams Tools and techniques to manage performance in a virtual environment Online learning to develop strategic skills	Optimise team effectiveness through split office/home working and social distancing Onboarding people without face-to-face contact	Model team ideas for future working practices Develop operating model for clusters of people working towards common objectives

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Travelling by exception
Staying digitally connected avoiding unnecessary risk and saving time. Travelling only when essential and planning well in advance.

High Restrictions	Limited Restrictions	Low Restrictions
Learn from best practice collaboration tools and techniques and make widely available	Interim travel policy which puts the safety of our people as the primary concern	Travel policy changes to align to new operating model Introduce recruitment policy to balance travel considerations for effective teams

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