

Dear Customer,

### **Novel H1N1 Virus (Swine Flu)**

There is considerable concern amongst our customers growing about the national spread of the Swine Flu pandemic.

In light of this concern we felt it would be reassuring to advise you of the precautions taken by Goodenough Services to help prevent viral contamination and minimise infectious transmission.

We have prepared an advisory medical bulletin for our staff that covers the following topics:

- What is Swine Flu?
- How does the Swine Flu virus spread?
- Signs & symptoms of Swine Flu
- What to do if suspect you have these symptoms.
- Prevention is better than cure

We have enclosed a copy of this document for your perusal.

If any of staff display symptoms of the Swine Flu virus they will be sent home immediately and will remain there until their GP states they are fit to return to work. This normally takes about a week.

This would diminish the number of available staff at the location where the Goodenough employee was working before he/she became ill.

Here at Goodenough Services we have an incredibly flexible workforce. We are very experienced in meeting tight deadlines and starting major projects with little or no notice.

This means that we have the planning capability to re-organise our workforce and logistics to meet our commitments. Our website at [www.goodenoughservices.com](http://www.goodenoughservices.com) demonstrates just how versatile we can be.

Please do not hesitate to contact us if you have any other queries.