

COVID SAFETY MEASURES FOR PLSA SESMINAR AT ARTEMIS INVESTMENT MANAGEMENT OFFICE, CASSINI HOUSE

ESG TO IMPACT

7 DECEMBER 2021

1. Before entering the office, each visitor, and guest will be asked to confirm that neither they *nor anyone else within their household* are displaying any of the following coronavirus symptoms:
 2. a high temperature
 3. a new continuous cough
 4. a loss of – or change to – their sense of smell or taste
5. Visitors and guests are not permitted to enter the Artemis office if they have tested positive for covid-19 or have been instructed to self-isolate for any reason.
6. Visitors are by appointment only

ON ARRIVAL

1. Guests should report to the Artemis reception, use the hand sanitiser upon arrival and sign in at the reception desk
2. Guests will be invited to check their temperature using the ipad scanner at the reception desk
3. If the temperature is high, guests will not be allowed to enter the office

ON DEPARTURE

1. Guests will ensure all personal belongings are taken with them when vacating the Artemis office
2. Visitors leaving the Artemis office will be signed out by the front of team
3. To help safeguard and inform our staff, we would ask that any delegate inform the PLSA if they develop any Covid-19 symptoms within 48 hours of visiting our office in order that they can pass this on to Artemis