

March 11, 2020

Ladies and Gentlemen Dear Customers

We consider it very important to inform you about our measures concerning the Corona-Virus (Covid-19).

We professionally daily clean the places you are depending on, to guarantee a clean, sure and comfortable environment.

The hygiene, and hence your health, comes first and must be assured sustainably.

These are our specific measures:

- We implement the recommendations of the BAG into practice by training/informing our staff accordingly including the ongoing updates.
- We mainly work with gloves. If an employee feels indisposed or ill, he stays at home and will be replaced by verifiable healthy substitutions.
- Offices: The disinfection of door handles, telephones, keyboards, elevator buttons and light switches has top priority. Sufficient liquid soap and paper towels is guaranteed at all times.
- We have adequate disinfection agents that remove reliably all bacteria and viruses.
 They do not bleach and are neutral.

Should you require more actions please don't hesitate to contact us. In the current sever situation we focus on the described measures and kindly ask you to be indulgent if less urgent works have to be postponed. Thank you.

May all of you stay sound and healthy!