



BUSINESS CONTINUITY PLAN : CORONAVIRUS (COVID-19)

UPDATED MAY 2020

PHH Solicitors can confirm our business continuity and safeguarding procedures and how we continue to operate as a result of the Coronavirus outbreak. Procedures are in place to protect the health and well-being of staff and clients. We have taken the appropriate steps to ensure that our staff have all the available tools they need in the work place and also should anyone have to work from home to allow flexible working to ensure that PHH Solicitors continue to remain operational throughout this period.

We are **open** and staff are working in **both of our offices**. We are compliant with all guidance provided by the government in terms of social distancing, minimising contact and safe working practice.

We will be opening both of our offices again to the public **from Monday 18th May 2020** with public areas appropriately modified in accordance with recommended guidance.

Any general queries should be made to our Cleveleys office on **01253 824216** or our Fleetwood office **01253 778231** or via email: info@phhsolicitors.co.uk