



OPERATING DURING COVID-19 STATEMENT 2020

Our businesses (Niche Food & Drink Ltd & Niche Free-From Kitchen Ltd) is a leading gluten-free restaurant and food production business specialising in the free-from market, with a strong focus on fresh and regionally sourced products prepared and served on site by well trained staff.

We have taken steps to enable us to continue to operate whilst this pandemic is still with us. The welfare and well-being of our staff is of the utmost importance. We wanted to highlight the steps we have taken as a business to help control the spread of the virus within our workplace. This will of course have some impact on our production levels and capability at this time. We have the flexibility to put in additional shifts as business demands.

Our premises work in three distinct areas, with authorised personnel only entering only their designated areas.

General areas – Comprising of our entrance area, office, conference room and presentation kitchen, staff canteen and our toilets.

Low Care – Comprising of our changing area and toilet, goods in, decant, weigh and scale, preparation, production kitchen areas, blast chiller, cold room, COSHH storage, our dispatch freezer and warehouse.

High Care – Comprising of our high care changing room and crossover, high care packaging room and refrigerated high care plating room.

People

- We have provided PPE with clear instruction on how to use it for all staff working in each of the areas, in addition to their uniform.
- All staff are working in their designated areas only, with staggered start times and staggered markings on the floor to remind staff of the distance they must keep between one another.
- Within each of the areas of both low care and high care we have created working stations that allow for social distancing.
- We have staggered start times so there is no overlap in changing areas or in general areas.
- We have staggered breaks so staff can get a hot meal/refreshment and remain socially distanced.
- We have software and walkie talkies that allow us to communicate to all staff individually to go through their tasks for their shifts.



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- Each employee has a sanitised touch screen which shows tasks/recipes/ and HACCP tasks they must undertake as part of their role.
- External deliveries are checked and decanted, washed, sanitised and labelled accordingly at a separate area within our warehouse before being allowed to enter our kitchens or storage areas.
- Warehouse movements between floors are managed by people at a distance, an alarm sounds to notify when this is happening and no entry is possible.
- Visitors are strictly not permitted into our low care or high care areas whatsoever during this period, Visitors may only come on site in general areas with the completed and verified pre visit questionnaire and at the invitation of the directors for essential business purposes only.
- Our strict clean down and sanitising processes remain in place.

Approval

This statement has been approved by Niche Directors.

Marc Warde & Adrian Morgan

Niche intends to review and update this statement as necessary on an annual basis.