

Date: 16th March 2020

Dear Members,

In response to the on-going Coronavirus situation we would like to issue the following:

We are currently open and operating as usual, however as the situation progresses this may change, and we will keep you updated. We ask any enquires from this time should be made via email, please see your contacts below:

Testing services	paul@ist.org.uk
Software support	support@ist.org.uk
Sales and general business	chris@ist.org.uk
Technical enquiries	conor@ist.org.uk

Many manufacturers have raised concerns on the impact the Coronavirus is having, or may have, on their business. The Government has provided guidance for employers and businesses which covers:

- How to help prevent spread of Coronavirus;
- steps to take should someone be suspected or confirmed to have Coronavirus in your business;
- what advice to give to individuals who have travelled to specific areas; and
- actions to take if your staff come into contact with someone who is self-isolating or is a possible or confirmed case of Coronavirus
- [The Government's full guidance for businesses and employers can be accessed here](#)

The Chancellor has set out a package of temporary, timely and targeted measures to support public services, people and businesses through this period of disruption caused by COVID-19.

This includes a package of measures to support businesses including:





Institute of
Spring
Technology

Henry Street, Sheffield, S3 7EQ, UK
+44 (0) 114 276 0771
info@ist.org.uk www.ist.org.uk

- a statutory sick pay relief package for SMEs
- a Business Rate Relief for small businesses and pubs
- small business grant funding of £3,000 for all business in receipt of Small Business Rates Relief (SBRR) and Rural Rates Relief
- the Coronavirus Business Interruption Loan Scheme to support long-term viable businesses who may need to respond to cash-flow pressures by seeking additional finance
- the HMRC Time To Pay Scheme
- [The Government's full guidance for businesses can be accessed here](#)

If you have any questions, please email info@ist.org.uk.

Thank you for your continued support,

A handwritten signature in purple ink that reads 'CP Hopkins'.

Mr Chris Hopkins
COMMERCIAL DIRECTOR



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