

**IMPORTANT MESSAGE FROM GUARDIAN GENERAL JAMAICA (COVID-19)**

Friday, March 13, 2020

*To our Valued Customers, Partners, Suppliers & Stakeholders:*

Guardian General Insurance Jamaica Limited (GGJ) remains committed to putting the health, safety and wellness of our staff, customers, partners, suppliers and all stakeholders as a priority. We have been closely monitoring the updates and guidelines from our official local health authority, The Ministry of Health and Wellness surrounding the confirmed imported cases of the coronavirus (COVID-19) in Jamaica and the general global impact.

Under the umbrella of the Guardian Group of Companies across the region, GGJ has already implemented several measures in place to reduce risk and ensure safety, which includes and not limited to:

1. An established Crisis Task Force (led by our Group Human Resources and Facilities Division).
2. A COVID-19 Monitoring and Response Framework aligned to the guidelines of the World Health Organization (WHO) as adopted by the Jamaican government.
3. Ramped-up cleaning programmes at all our Kingston and Montego Bay locations paying attention to frequently touched surfaces, and the outfitting of automated hand sanitizing dispensing machines at all entrances and exits.
4. Restricting all non-essential travel for team members.
5. Reviewing our business continuity plans to ensure that we safeguard against any potential risks including managing our supply chain processes to ensure efficiency and business continuity.

Our office remains open and in keeping with the directives and guidelines from The Ministry of Health in avoiding/reducing close physical contact as much as possible, we are embarking upon a work from home policy for select members of our team. However, we remind our customers that in addition to our physical locations, we will be accessible

through our electronic service channels. We encourage you to utilize these channels wherever possible.

**Customer Care Centre: 876-935-6681, 888-468-3474 (toll free), 876-819-5366 (FLOW Cell & WhatsApp). Email: [ggjcustomercare@myguardiangroup.com](mailto:ggjcustomercare@myguardiangroup.com)**

At this time, we encourage all our stakeholders to remain calm, practice preventative measures and exercise caution as you go about your business, to safeguard yourselves and your loved ones. We will be continually guided by our local health authorities.

***Live Safe. Live Easy.***

Management & Executive Team

