



COVID-19 RESPONSE POLICY

REVISION: 1.0 11 March 2020
Policy to be updated – 15 May 2020

The World Health Organisation (WHO) on 11 March 2020 declared COVID-19 a pandemic, pointing to the sustained risk of further global spread. The purpose of this policy is to provide information on what Obsequentia is doing in order to be prepared to respond and manage their certifications to ensure confidence and integrity. This policy is solely in respect of COVID-19 matters and is subject to ongoing review and revision in consideration of the rapidly evolving situation and its impact on the operating environment.

Operational changes in light of COVID-19 are outlined below:-

- Company wide restrictions on international/state travel. Web conferencing is to be used.
- No handshake rule is in place
- 1.5m social distancing is to be applied at all times
- Face mask and hand sanitiser to be used during an audit
- Contactless payments are to be used
- In the event that an audit is scheduled the client is to confirm that staff involved in the audit have:
 - Not had contact with confirmed COVID-19 cases
 - Not returned from overseas within the previous 14 days
 - Do not have any form of respiratory illness symptoms including cold or flu like symptoms.

Changes will be made to this policy in order to meet latest compliance requirements. Stay safe and healthy! If you have any questions please do not hesitate to email. info@obsequentia.com.au

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