

The spread of COVID-19 (Coronavirus) has created significant dislocation across the Australian economy. Like all businesses, Okeland Communities will be impacted. To help ease concerns we believe it is important to keep our partners – our staff, clients, builders and the broader community – informed about what we are doing to respond to the situation.

Our number one priority is the health and wellbeing of our people, our customers, and our community. We know that a concerted, community effort to reduce the number of cases being transmitted will allow us all to return to business-as-usual as quickly as possible.

Okeland has implemented a range of measures to keep our stakeholders safe. Our response is based on guidance issued by local health authorities and we will continue to review and modify these measures in response to any changes.

For now, our corporate offices, sales offices and community centres are open. We are permitting essential face-to-face meetings, but all non-essential meetings should be by video conference or phone. We ask that all visitors to our offices respect the current regulations imposed by government relating to social distancing etc. Regardless of what Okeland office you plan to visit, please do not do so if:

- Travelled internationally within the past 14 days
- Come in contact with someone that has travelled internationally within the past 14 days
- Come in contact with a confirmed COVID-19 case (or someone that has)
- Are feeling unwell.

Specific to our sales offices, they remain open for business. Our highest priority is the health and safety of visitors and our team and providing a safe environment for everyone. We have developed a detailed process in relation to visitors, to ensure we minimise transmission risk for our staff, other visitors and the broader community.

### **Hygiene & Infection Prevention at Okeland Communities**

Okeland is currently implementing a number of steps across all of our offices to deal with the threat of Coronavirus. We believe all Australians have an important role to play in reducing the infection rate and easing the strain on our emergency and medical services.

We are following all public health guidance and have increased the availability of hand sanitiser in our offices and sales centres for customers and visitors to use.

As a precautionary measure, we will be respectfully avoiding shaking hands within our sales and corporate offices and practice responsible social distancing.

We also be working with our cleaners to ensure they are doing everything possible to clean and disinfect common use areas as much as possible.