

## Coronavirus (COVID-19) - Notice for Customers and Stakeholders (2)

As an Essential Service Provider AAT has a clear objective to remain operational throughout the COVID-19 pandemic.

As an AAT customer, we want you to know we are trying to keep our people safe whilst delivering vital services to you.

Our decisions and actions continue to be guided by advice from medical experts and the response and direction of the government in our country of operations.

What we are doing

- We are keeping our people informed with regular updates on COVID 19 and the steps they should take to minimize the possibility of getting or spreading the virus both at home and in the workplace.
- Publishing health and hygiene guidelines.
- Increasing our cleaning resources such as hand sanitizer and procured additional equipment.
- We have set up a dedicated internal response team which meets daily (teleconference) to monitor and advise our managers.
- Implemented social distancing guidelines.
- Placed a ban on interstate and overseas travel.
- Reduced person to person contact including with any visitors and instructed all employees to work through digital channels.
- Have prepared and implemented detailed response protocols should an outbreak of the virus occur at a AAT workplace.
- Have instigated remote working capabilities/practices and greater separation of staff while at work.

Essential port operations continue to operate under Government guidelines.

### **Business continuity**

AAT has a practical and flexible business continuity plan in place for each of our sites, including our support teams and offices which are continually monitoring Government directives.

AAT has identified business critical processes within our operations and have agile contingency planning underway to manage any issues as they arise.

AAT has also tested and bolstered its Information Technology platform to ensure there is additional capability and protection in place to support the remote working initiative.

AAT will continue to keep customers and other stakeholders informed, including if we are required to further activate any of our business continuity plans, as a response to any COVID-19 impacts.

We ask our customers and stakeholders to advise us urgently if you have any reason to suspect coronavirus may be present within your business.

It is imperative that we keep the supply chain moving for the good of the community, our customers, stakeholders, each other, our family and friends.

Please contact your AAT representative as provided in the email message if you require any further information.



**Antony Perkins**

**Managing Director**

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