



Client Release

Update 8

Wednesday 12th August 2020

NZ MPI reference: 11443793806.

On Wednesday 12th August at midday Auckland New Zealand moves to Alert Level Three. Below I have outlined what Adhesif will be doing under Alert Level Three invoked at 0900 on Wednesday 12th August.

Our manufacturing teams continue to operate at full capacity under the C-19 operating protocols as they have done throughout all previous Alert Levels.

Externally

- Contactless press approvals will be reinstated as they have been previously undertaken
- The Auckland site is closed to visitors. Critical site visits by contractors must be mutually agreed and all protocols observed
- Our front door will remain locked to control access to the Adhesif site

Internally

- The Adhesif Team has responded and will return to the practiced protocols that were in place during level 4
- Those who can work from home are now working from home
- We have separated our production shifts and there are cleaning regimes between shifts
- Work areas between administration and production are separated
- On site Administration and Customer Service teams are working across two shifts to eliminate contact and reduce the number of staff in the office at the same time
- Policies and Initiatives are in place regarding leave, site cleanliness protocols, staff contact protocols and work hours
- Production critical componentry is on site in appropriate quantities
- Daily connectivity protocols are in place for those working remotely
- Masks have been made available for voluntary use

We will continue to support our key stakeholders, staff and customers providing an ongoing uninterrupted supply chain and a protected place of work.

Any questions please do not hesitate to reach out to us or contact me directly.

A handwritten signature in blue ink, appearing to read "Keri Dempster".

Keri Dempster
Group General Manager
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