

490 Macauley Street Albury NSW 2640 **Ph: 02 6021 5866** 

## Daro Group's statement in relation to the coronavirus (COVID-19) – 18 March 2020

Our offices are currently open, and we are taking measures to prevent the spread of the virus. This includes ensuring strict cleaning and encouraging our employees to practice good hygiene, limit meetings and travel, handle food carefully and stay home if they are feeling sick or have a sick family member in their home.

Our staff are required to self-quarantine for 14 days and seek medical clearance before they can return to the office if they: - are returning to Australia from any overseas location. - have had close contact with someone who has or is suspected of having COVID-19 - have symptoms of COVID-19 (a cough, high temperature, shortness of breath) - have been living in a household with a confirmed case – the 14 days starts after the other householder's symptoms have gone. Our staff will need to stay away from the office if they have any flu-like symptoms or are feeling unwell.

Our onsite service staff are abiding by the recommended Australian Government health and safety guidelines when onsite at any client premises. They may request to use your facilities for handwashing - thank you for your support.

We are practicing appropriate social-distancing measures when conducting meetings, both internally and externally with our clients. Please be advised that we are fully equipped for remote meetings, should you require or prefer it.

Shared devices (such as multi-function copiers) can be cleaned with Isopropyl alcohol wipes, most anti-bacterial wipes, and most disinfectant/anti-bacterial sprays. Please use a clean soft cloth, and moisten it with the spray. Please do not spray directly onto the device as this may cause internal damage.

We are striving to ensure that we play our part in limiting the spread of this virus, and thank you for your cooperation and assistance in doing so. If you have any queries, please contact our offices on:

Albury-Wodonga - Ph: 02 6021 5866

**Wagga Wagga** – Ph: 02 6925 0466

Wangaratta - Ph: 03 5721 9277