

16<sup>th</sup> August 2021

## **COVID-19 Update – extended restrictions in NSW**

Over the weekend, the NSW Premier announced an extension of the current restrictions to include people living in regional NSW. This means the whole of NSW will be operating under a stay-at-home order. As a result, the One Investment Group Sydney office will be closed until further notice.

As previously communicated, One Investment Group will continue to operate during these times. We are striving to operate as close to normal as possible but do ask for your patience if turnaround times are slower than they are under normal operating circumstances.

### **How do the restrictions affect personnel in Sydney?**

- All employees must work from home with the exception of a few pre-authorized personnel who cannot reasonably work from home.
- All employees who are in the office are wearing a mask at all times and abiding by social distancing requirements.
- Face-to-face meetings are not permitted. All meetings must be held virtually or rescheduled.
- Documents requiring wet-ink signatures will continue to be signed during this period, however, please be aware it may take a little longer than usual to have them signed and returned.

Our phone lines remain open and staff access to emails is as normal. Should you not be able to get in touch with your usual contact, please call +61 2 8277 0000 and we can direct your call to the appropriate manager. Alternatively, you can contact us through our website [contact form](#).

As always, we greatly appreciate your support and understanding during these challenging times. We will continue to monitor the situation closely and update you of any changes to the above.

Kind regards,

**Frank Tearle**

Chief Executive Officer