

12 January 2021

Dear Valued Supplier

Urban Utilities COVID-19 Operating Protocols

Following the [Queensland Government's recent announcement](#) regarding continued restrictions (including social distancing and the use of face masks) for Greater Brisbane post the three-day lockdown which ended 6:00pm 11 January 2021 Urban Utilities has reviewed its operating protocols for its suppliers.

Effective immediately until 1:00am on Friday 22 January 2021:

Visiting Corporate Offices

- Suppliers are only allowed on-site if you are required to perform a critical task or function and only with your site contact's permission.
- While on-site, Suppliers **must wear a face mask at all times** if you are unable to socially distance (e.g. using shared spaces like lifts, kitchens, meeting rooms and toilet facilities).
- Wherever possible, individuals must only occupy every other workstation while present in our office facilities.

Operational Worksite Instructions:

- Face masks must be worn if more than one person is travelling in a vehicle, when accessing private property and when speaking to customers face-to-face.
- Face masks are not required, however, when working outdoors if social distancing measures can be observed.

Should you have any questions in relation to this notification please contact the Urban Utilities Procurement Team QUUGroupProcurement@urbanutilities.com.au .

Yours sincerely



Bree Pitcher
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