

# ClarkeHopkinsClarke

## COVID-19 Vaccination Office Policy

The ClarkeHopkinsClarke team are delighted to welcome you into our Melbourne and Sydney offices for face-to-face interactions and collaboration from the 9th of November 2021. Whether you are visiting our Melbourne Connect office or our boutique office in Sydney, we require you to be fully vaccinated and show proof of your vaccination certificate on arrival at either studio. This decision has been based on public health advice and is aligned to each respective State Government's COVID-19 roadmap.

### Our promise

The health, safety and wellbeing of our team and community is of the utmost importance. We can confirm that 100% of our team working from our offices and visiting project sites and client meetings will be fully vaccinated, therefore you can feel safe when visiting our offices. We ask you show our team and our community the same safety and respect by only visiting if you are fully vaccinated.

### When visiting our Melbourne or Sydney studios we ask that you follow these steps:

- + Check in using our unique QR Code
- + Sanitise on entry
- + Be prepared to show our Studio Manager proof of your vaccination certificate on entry
- + Wear a mask at all times unless you are eating or drinking
- + Continue to socially distance



### Melbourne

The entire Melbourne Connect precinct will only be accessible to staff, tenants, students and visitors who can show proof of full vaccination. This directive is inline with the construction industry and with many of our clients across the health, seniors living & care, and education sectors.

### Sydney

This directive is inline with NSW health advice, the construction industry and with many of our clients across the health, seniors living & care, and education sectors.

We understand some individuals will be exempted from getting vaccinated and ask that you provide our Studio Manager with a valid reason such as a medical certificate on entry. We look forward to seeing you in our offices soon.

If you are unsure or have any questions relating to the above policy, please don't hesitate to reach out to your relevant ClarkeHopkinsClarke contact or reach out to our COVID Marshal, Mark Parkinson - [mark.parkinson@chc.com.au](mailto:mark.parkinson@chc.com.au) / 0434 015 38. Do not come to/attend the office if you have a fever, chills or sweats, cough, sore throat, shortness of breath, runny nose, or loss or change in sense of taste or smell – however mild.

**Clarke  
Hopkins  
Clarke**