

## **GALLAGHER'S COVID-19 RESPONSE STATEMENT FOR VISITORS (NEW ZEALAND AND AUSTRALIA)**

### **Purpose**

Gallagher is committed to providing and maintaining a healthy and safe workplace for all employees and their families, customers and visitors, contractors and others who spend time in our workplace. We want to protect what matters most, by keeping our people safe, and also playing our part in keeping our wider community safe.

Based on results of an employee survey, a high proportion of our Gallagher team are either fully or partially vaccinated. Gallagher continues to strongly encourage the Gallagher team to be fully vaccinated. We believe that vaccination is the best defence to reduce the risks of COVID-19 in our workplace.

We have carried out a comprehensive risk assessment for roles across Gallagher, and consider that this approach is an important step for us to keep our people as safe as possible.

### **Site Access Requirements**

On and from 5 December 2021, Gallagher requires that all customers, suppliers and other third parties who visit our workplaces in New Zealand and Australia have one of the following:

- proof that they are fully vaccinated against COVID-19. This may include a Government or other recognised Covid-19 'passport', travel, ID and or other documentation or registration which is intended to confirm your vaccination status; **or**
- a negative COVID-19 test result taken within 72 hours of your visit to our workplace (either in the form of a text message or a letter from a medical professional); **or**
- a negative rapid lateral flow test (or another form of acceptable rapid testing) on site prior to entry (where available).

This applies to all visitors to our site aged 12 years or older.

Alternatively, where possible, you may prefer to meet virtually.

At the time of accessing our site, you will be required to provide proof of your vaccination or negative test result, either digitally or as a hardcopy. If applicable, a Gallagher employee will sight the proof provided but we will not take a copy, collect or store your information.

For contractors who will be accessing the site on an ongoing basis and are not fully vaccinated, we will require weekly evidence of a negative COVID-19 test.

In addition, to access our site, a temperature check may be required. If the result of the temperature check shows an elevated temperature, you will not be allowed access to the Gallagher site.

### **Updates**

The COVID-19 pandemic, along with Government requirements, recommendations and advice, are rapidly evolving. We will continue to review this policy to ensure it remains relevant and aligned to these developments.

If you have any questions, please get in touch with your key Gallagher contact.

Policy last reviewed: November 2021