WHOLESALE NURSERIES

Create Great Landscapes

** COVID 19 – SITE VISITATION POLICY**

Dear Supplier,

Andreasens Green is committed to the health & safety of our staff, customers & suppliers. The following protocol provides guidelines when delivering goods to any of the Andreasens Green Wholesale Nursery sites and is in line with our Standard Operating Procedures.

Andreasens Green has updated its site visitation policy to reduce the spread of COVID-19. Please provide this new policy to your staff and delivery contractors that you employ. Breaches of the policy may result in termination of supply agreements we have with your company. The policy shown below is **effective from 20th July 2020 until further notice:**

- <u>Upon arrival at the nursery, Driver is to stay in the drivers cabin and call the office:</u>
  - 02 9826 1911 – Kemps Creek
  - 02 9727 5129 – Lansvale
  - 02 4374 1183 – Mangrove
  - 07 3382 0076 – Yatala
  - A team member relevant to the nature of your visit will be contacted to attend and provide further direction to your driver
- Do not allow your driver or your contract driver to deliver to us if they are exhibiting Flu like symptoms. This is an essential requirement of our delivery order with you.
- If our staff observe your Driver or Contract Driver exhibiting Flu like symptoms then the driver will not be allowed to unload at our site. We will not accept responsibility for additional costs you may incur for our refusal to unload.
- It is our expectation that your drivers
  - have hand sanitizer in the truck and this is used before and after all deliveries
  - Clean regularly all frequently touched surfaces inside and outside your cabin
  - Maintain a strict social distance of 1.5 metres at all times
  - Sign transport documents with their own pen
  - Follow any directions given to you by an Andreasens Green staff member

I thank you for your understanding in this matter. Please contact me or Tara Warner on Ph.02 9826 1911 if you have any questions regarding this policy.

Brett Sargeant

Brett Sargeant
CEO
Andreasens Green Wholesale Nurseries