



# COVID-19 Action Plan

## Revised 18th May 2020

ENTERPRISE SECURITY ENTERPRISE SOLUTIONS

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### Maintaining Confidence in ES2

To our valued Customers and Partners.

ES2 would like to assure all our valued customers and partners that we are taking the pandemic situation seriously and are prepared and able to continue to support you and your business needs during these unprecedented times. We continue to monitor all guidance from the Federal and State Governments as well as those from the World Health Organisation (WHO).

ES2 has now relaxed our remote working in alignment with WA State advice. Our offices are open with measures in place to safeguard our staff and our clients.

### Office Hygiene Measures

ES2 has established hygiene stations at the entrance to each of our offices and have implemented strict cleaning regimes. The following is mandatory for all entering ES2 offices:

- All offices are cleaned and sanitised at the start of each day.
- All persons are required to clean and sanitise their desk and equipment twice daily.
- All persons are to take their temperature on arrival at an ES2 Office, anyone showing an elevated temperature is requested to seek medical advice.
- All persons are required to use hand sanitiser every time they enter the office.
- Maximum occupancy limits have been calculated and applied to individual rooms within ES2 offices
- The ES2 CIO has undertaken the Hospitality and Tourism COVID-19 Hygiene Course to ensure our measures are commensurate with those required to meet hospitality venue standards.

### Managed & Professional Services

ES2 Managed Services are providing business as usual. We are ensuring that essential personnel are available for work within the CBD when required. Our onsite obligations will continue to be flexible to the needs of our customers.

ES2 will continue to deliver the trusted professional services that you need and rely on. This can be provided either on site, at our offices or remotely in compliance with our customers own action plans.

Our 24/7 Incident Response Service has continued throughout this situation via 1800 372 732.

In closing we would like to reassure you that we will continue to monitor and advise on any changes to this plan. We believe we have taken the appropriate steps to ensure continuity in both the services we provide and the wellbeing of our employees.

Yours Faithfully

Frederic Drouin  
ES2 Managing Director

For any questions on this topic, please contact our CIO, Steve Simpson on [steve@es2.com.au](mailto:steve@es2.com.au).

