



**KAPIRIS BROS. (Vic.) Pty. Ltd.**

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Dear Partners, Suppliers and Customers,

As the implications surrounding COVID-19 continue to evolve, we would like to share an update with you, expanding upon the communication that was provided throughout March and July. We aim to uphold this standard, while also protecting the health and wellbeing of our staff, our farms and the community at large.

We maintain that the best way to minimise the spread of COVID-19 is to limit contact between people. Our current plans and protocols are as follows:

- Visual inspections and temperature checks for all staff prior on arrival.
- Where possible staff will work from home.
- Where staff have been unwell, we have encouraged self-isolation.
- All face-to-face meetings to be conducted via phone or online.
- Thorough daily cleaning of all facilities.
- Face-to-face training programs have been cancelled.
- All air travel for business has been cancelled.
- Attendance at all events has been cancelled.
- Modified packing lines to ensure separation of 1.5m between staff.
- Alternating shifts/breaks to minimise staff numbers sharing the same space.
- Updated OH&S policies and employee handbook to reflect COVID-19 protocol.
- Regular information regarding COVID-19 being disseminated to staff.

As Victoria adopts Stage 4 'Stay at Home' restrictions, Kapiris Bros has further implemented additional plans and protocols in order to reflect appropriate action. Additional plans and protocols as follows:

- A routine monthly *deep clean* of the Kapiris Bros packing facility.
- All staff/visitors/contractors will not be permitted on the Kapiris Bros premises without an appropriate face mask/shield.
- Two *additional* new break areas have been created in order to maximise distance between staff.
- All Kapiris Bros staff are required to travel between home and work with their 'Permitted Worker Permit'.

This is obviously a challenging time for everyone, let us continue to work together to limit the impact of COVID-19 and ensure we support our industry, supply essential fresh produce to all consumers as well as safeguard our community.

Kind regards,

Harry Kapiris  
Kapiris Bros