

## **Spatial Vision's Coronavirus Contingency Planning**

COVID-19 is understandably of great concern to us all. In these challenging times, Spatial Vision would like reassure our clients that:

### **We're open for business to support our clients**

We are committed to continuing the delivery of services and are working closely with our clients to jointly plan and adapt our services accordingly.

From Tuesday 24 March, Spatial Vision employees will be predominately working from home. We have implemented processes to ensure our staff remain fully accessible through email and phone.

We continue to implement a range of policies, practices and solutions to ensure continuity of operations and to mitigate any impact to our clients and partners.

### **We're protecting our employees**

Our responsibility begins with our people. We are actively implementing a plan to support our employees with the following key areas of attention:

- a) employees' health and welfare;
- b) the ability of our employees to perform their roles while working from home;
- c) financial stress-testing and contingency planning;
- d) supply-chain monitoring; and
- e) stakeholder coordination and communication.

Our CEO and General Manager Operations are leading our planning and response efforts assisted by key people from every function across the company.

Specific goals have been established, and are being adjusted weekly, based on the company's agreed planning scenario and evolving circumstances. The response team is focused on the required decisions and changes, and have plans in place should a more elevated scenario occur.

This plan is consistent with the guidelines being issued by health authorities and has trigger points for policy changes and actions as circumstances dictate. Actions are being taken to both minimise the risk of infection as well as to address an infection were it to occur.

### **Demonstrated remote working capability**

We have built our "work anywhere" capability with:

- Increased video and web-conferencing capacity both at the office and elsewhere
- Improved support for staff working from home
- Frequent communications with clients using web-conferencing and online messaging

We encourage all contact be made through remote meetings in line with current official advice.

### **Keeping clients and partners informed and engaged**

We are maintaining regular contact with our clients so we can anticipate their needs, requirements and navigate any client-side disruptions that develop. We appreciate that the delivery of projects and services may need to be rapidly adapted to new business practices and we are happy to work with clients to jointly plan and adapt our services accordingly.

We are restricting travel wherever possible and request that client meetings be conducted remotely where possible.

### **Let Spatial Vision know how we can support you**

Clearly many of our services are inextricably linked to the availability of our clients to review outputs and make decisions about the delivery of projects and other engagements. As such, we are also reliant upon the contingency planning undertaken by our clients. We therefore welcome the provision of relevant aspects of those plans to us to better understand client requirements.

If you have any additional questions please contact

#### **Your SV Project Leader**

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