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The COVID-19 (coronavirus) is having a significant impact on the lives of all Australians. At Harle's Electrical we are doing everything we can to continue delivering prompt and efficient electrical services.

As we do this, we need to protect the health and wellbeing of all our customers and team members. Like other businesses, we're asking our team members to maintain high standards of hygiene and cleanliness.

Based on the guidelines issued by Australian and State Governments, we have implemented the following policy/procedures for Staff and Customers.

- Staff:-
 - Where possible and practical to do so, and without inhibiting the performance of their work, staff are to use face masks, gloves, disinfectant wipes and hand wash.
 - immediately self-isolate and to be tested for a mandatory period of 7 days, if any flu-like symptoms develop.
 - Can return to work after 7 days of quarantine, if and only if, no COVID-19 symptoms are present and the test result (RAT or PCR test) taken on Day 6 of the quarantine period is negative.
 - Adhere to the following for 7 days after completing the quarantine period:
 - ✓ wear a mask when outside home (in addition to any mandatory face mask requirements in Queensland)
 - ✓ monitor for COVID-19 symptoms.
 - ✓ get a COVID test if you develop COVID-19 symptoms, and quarantine while you wait for the result.
- Customers:-
 - Provide honest answers to any questions when booking work and when staff arrive onsite to perform work. As we many organisations now, your signature is not required but your honesty is. If, after asking the questions, our staff determine that they are not able to perform your work without mitigating their risk, they will advise you of this and leave site.
 - follow social distancing guidelines. When we are in your home or business, please maintain a minimum distance of 1.5m ... and 4m wherever possible.
 - Reschedule if you are feeling unwell.
 - Advise us immediately, if, after we have attended your home/business, you become unwell or learn that you have been in contact with someone who has developed the virus.

Also, as expected, the supply of goods and transport and delivery services has become impacted with delays being experienced. Rest assured we maintain a large stock holding and work with our partners to source needed items as quickly as possible. We appreciate your patience with this regard.

We are proud to be providing essential support to our community and we will continue to do our best to serve your needs and wishes during this difficult time. We appreciate any feedback you can offer with regards to this. If you require any further information or if you have any problems or concerns, please do not hesitate to contact our office - either by email or phone.

Regards
Steve & Deb Harle