



Vaccination Policy Announcement

We are committed to doing everything we can to enable a safe working environment and prioritising the safety of our clients, team members and our visitors. As part of this commitment, from 5th December 2021 we are implementing a new COVID-19 vaccination policy which will apply to everyone who visits our offices or attends our events.

We believe the vaccine is an important step to help New Zealand move forward in reducing the risk of COVID-19 in our communities and bring us another step closer to living in a safe and open environment.

We have carefully considered our team's feedback and concerns as well as our firm's risk evaluation when preparing this policy. This policy will comply with all other COVID 19 health and safety measures and is based on guidance from the New Zealand Government.

We will require all Insure staff working onsite to be and remain fully vaccinated with an approved COVID-19 vaccination by 17th January 2022, having had their first vaccination by 5th December 2021.

Clients, contractors and visitors to our workplace or events will also be required to provide evidence of having their first vaccination by 5th December 2021 and must be fully vaccinated by 17th January 2022 before visiting our premises for any reason.

Sufficient evidence of vaccination includes:

- A vaccination certificate; or
- A printout of your vaccination record from my covid record

We are committed to strictly adhering to our vaccination policy and the Government's COVID-19 health and safety measures. We want to assure you however that Insure will continue to provide financial advice services remotely via phone or video conferencing for clients that cannot or will not provide satisfactory evidence of vaccination status from 17 January 2022.

We recognise and respect that everyone has a right to choose whether to be vaccinated. However, as an employer we have a duty of care to protect our team members and visitors from the risks of COVID-19. Our vaccination policy will help us to remove or minimise this risk and provide greater certainty and peace of mind for our valued team members and clients.

We are mindful that these are unusual times, and the Government guidelines may be updated as the situation regarding COVID-19 develops. We will continue to monitor the situation closely and we may review our policy as the situation develops.

If you have any questions about our vaccination policy, please get in touch with us.

Thank you for your ongoing support and understanding as we navigate the changing environment of the COVID-19 pandemic and do our best to ensure the safety of team members and clients.

The team at Insure

