

COVID-19 POSITIVE CASE ON 8 WENTWORTH

COUNSEL'S
CHAMBERS
LIMITED

13 November 2021

Dear: Shareholders, Members & Clerks,

This circular includes the following topics:

- *Update on the positive case*
- *Important reminders for all Members, Clerks & Staff*

Update on the positive case

Further to my circular of yesterday below, I can now advise the following:

- The 8th Floor Wentworth was deep cleaned last night.
- Access to the 8th Floor Wentworth has been restored.
- If you are a casual or close contact, you must adhere to the requirements from Health NSW, for further information call the NSW Health Contract Tracing Team on 1800 943 553.
- As a consequence of the cleaning process, Members re-entering the Floor may notice a damp smell and residue from the fogging process.

Important reminders for all Members, Clerks & Staff

For the health and safety of you and everyone else in the buildings and in order to assist with contact tracing should we experience further cases, I remind Members & Clerks of the following:

- Check in using the QR code every time, without fail and remember to check out to keep track of when you enter and leave the buildings.
- Immediately notify CCL if you receive a positive COVID-19 test.
- If you do test positive please consider providing CCL with immediate consent to share personal information for the purposes of assisting and expediting contact tracing.

- Under no circumstances is anyone to provide access to another person. Accurate access card data is vital to determine casual and close contacts and it is therefore critical to not provide other people with access, particularly if you do not know them, and to only use your own access card.
- Should anyone who has been in the buildings over the past two weeks experience any COVID symptoms, even mild symptoms, please get tested immediately.

Please let me know if you have any further questions in relation to this matter

Kind Regards,
Debbie George
CEO



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Kind regards,

Lee Albert

Operations Manager



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From: Debbie George <dgeorge@ccl.com.au>

Sent: Friday, 12 November 2021 10:11 AM

To: Shareholders & Clerks <members@lists.counselschambers.com.au>

Subject: CIRCULAR TO CCL SHAREHOLDERS, MEMBERS & CLERKS - WENTWORTH & SELBORNE CHAMBERS - COVID POSITIVE CASE ON 8 WENTWORTH

COVID POSITIVE CASE ON 8 WENTWORTH

COUNSEL'S
CHAMBERS
LIMITED

12 November 2021

Dear: Shareholders, Members and Clerks

COVID positive case on 8th Floor Wentworth Chambers

CCL has been contacted this morning by the 8th Floor Wentworth Chambers who have advised that one of their Members has tested positive to COVID. CCL is currently in the process of enacting it's COVID Response Plans which will involve the following:

- Locking the Floor (8th Floor Wentworth Chambers) until a deep clean can be undertaken;
- All Members have been asked to leave site immediately and lift access to the Floor has been locked;

- The Floor has been advised to contact SafeWork NSW;
- We are currently seeking advice on whether it is necessary to close and clean the 8th Floor Selborne Chambers;
- This email notification should serve as notice to anyone who was in the buildings over the last 7 days that if you have any COVID symptoms (even mild) you should immediately isolate and be tested.
- If anyone in the buildings has visited the 8th Floor Wentworth Chambers over the past 7 days CCL recommends that you be immediately Covid tested and isolate until you receive the test results.
- Please contact the NSW contact tracing team on 1800 943 553 if anyone in the building requires any further information or instruction.

CCL is hoping to have the deep clean done as quickly as possible in order to re-open the Floor by tomorrow. Members of the 8th Floor Wentworth Chambers should take further direction from NSW Health in relation to requirements to self- isolate or be COVID tested.

This is a reminder that CCL should be immediately notified if anyone on your Floor tests positive for COVID.

Please contact me directly if you have any questions.

Kind Regards,
Debbie George
CEO

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