Anzac Avenue, Collaroy NSW 2097 (PO Box 182) Telephone 9971 8113 Facsimile 9982 4648 17th March 2020 Email: office@longreefgolfclub.com.au

LONG REEF GOLF CLUB LTD.

The Board and Management wanted to update you on the current approach we are taking to tackle the evolving COVID-19 situation. Your health and wellbeing are a priority to us and you should expect to see regular communication from the Club, as prevention, preparedness and clarity of direction will be paramount in navigating these uncharted waters.

We have introduced the following preventative measures:

- Signs are in all bathrooms and around the Club and pro shop advising people of the best protective measures against COVID-19
- Management have ordered extra hand sanitizer to place throughout the Club for patrons and staff
- Any employee will be sent home if they show any symptoms of cold or flu
- Any employee returning from travels must self-quarantine and will not be able to attend work until they can produce a medical clearance
- All tables have been separated to assist with maintaining social distancing
- High food safety standards are being maintained and closely monitored
- Increased frequency in cleaning public areas throughout the day
- Strict procedures and policies with hand washing and personal cleanliness with staff
- Social distancing for all staff and where possible separation of departments
- Our staff will be vigilant in wiping down surfaces and door handles throughout the day with disinfectant
- Where possible Clubhouse doors will be open throughout the day to both increase air flow and reduce the number of touch points in the Club
- The pro shop will be adhering to strict policies around the cleaning of carts after each use

Each day these measures will be reviewed. We will keep you updated through the website, emails and the newsletter.

Thank you for your understanding and cooperation in these difficult times.

Steve Twigg President