



## **CAPITAL ENVIRONMENTAL SERVICES – VACCINATION POLICY**

Capital Environmental Services (CES) is a New Zealand company with a strong public and environmental health background and supports the NZ Government's Covid-19 vaccination programme. We view it as an essential tool in managing the spread and control of Covid-19 and therefore minimising the risk of harm to our workers and others while they are visiting our site, and while we are visiting yours.

As a PCBU, we have a duty of care under the Health & Safety at Work Act 2015 to ensure as far as reasonably practicable, the health and safety of anyone entering our site including those employed by other entities. Equally all our personnel have their own fundamental health and safety obligations to ensure so far as reasonably practicably, their own health and safety and that of others. This requires known hazards to be eliminated where possible, and if not possible, minimised by undertaking all reasonably practicable means to do so.

Our highest priority has always been to provide a safe environment for our team, customers and visitors. The asbestos industry is already a high risk environment requiring essential health and safety procedures and controls to ensure the protection of those involved. Covid-19 in the community introduces more risks to us all and we have undertaken a health and safety risk assessment to determine what our ongoing response will be to help protect our people and workplaces from the negative consequences of Covid-19. Due to the level and nature of risk that assessment has identified, we have developed and introduced this policy. The risk assessment has been completed and approved by CES personnel.

Our team is voluntarily fully vaccinated, consent to using approved proof of vaccination tools, and our site has covid restrictions in place to manage our risks. Some of our team also work on other sites, and we are responsible for minimising the risk of harm to them while on other sites.

### **Our Policy**

We acknowledge and respect that vaccination is a personal choice, and that certain people may have medical reasons why they cannot be vaccinated. Regardless, we have a legal obligation to take all reasonably practicable steps to protect the health & safety of our team at our site and yours. We trust that you understand and respect our decision to require all people entering our site to be fully vaccinated. Only fully vaccinated CES personnel will come to your sites.



**From 2<sup>nd</sup> December 2021**

### **Visits to our Laboratory Site**

Access to the laboratory is limited, clients and members of the public can still drop samples off using the contactless drop box and / or safe physical distancing. However, only fully vaccinated visitors are permitted inside our premises. On arrival visitors will be required to:

- Sign in
- Confirm proof of vaccination, or Company Policy may be provided prior to arrival.
- Follow all applicable COVID-19 protocols for the Wellington region
- Follow our Health & Safety COVID-19 protocols including face masks and hygiene procedures.

### **Visits to your Workplaces**

Only fully vaccinated CES team members are permitted to visit your premises. They will follow all your COVID-19 protocols including any requirement to present proof of vaccination on arrival.

When receiving requests for site visits or enquiries for surveying, sampling, and other field works initial pre-planning by CES personnel shall confirm client vaccination policy and that of premise being visited. PCBU's are expected to confirm the vaccination policy / status of facilities/premises being visited prior to site visits. Should clients not agree to provide adequate policy or proof of vaccination a risk assessment shall be carried out before agreeing to works. Where risks are determined to be high the client will be advised we are unable to provide the service. If any of your team members are not fully vaccinated, we ask that you support our approach by not requesting a face to face meeting with us.

We will not ask for proof of vaccination on sites of PCBU's, or sites managed by them, that have provided us with a satisfactory policy for proof of vaccination for the management of their sites.

We acknowledge that the risk associated with Covid-19, and the measures that can be taken to minimise or eliminate these risks, may change. To adapt and remain proactive we will review these measures regularly to ensure they reflect any new controls which become available in the future.

Thank you for your support and understanding as we implement these measures.