



Internal Bulletin

Attention: VINZ Staff
No./ date: 210802 27th August 2021
From: Sean Stevens – CEO
Subject: COVID LEVELS AND RESPONSE

Hi Everyone,

I hope L4 is treating you ok and not going stir crazy. It’s great to reconnect with those in your bubble but this time together can sometimes feel a little close. So, hope you are all doing well.

I would like to thank all those that responded to our survey and thank you all for your commitment to helping the business through this period, we had overwhelming agreement from staff, and we really appreciate your support. Below is an update on where we are at and plans going forward, as well as answer some of the questions that have come through regarding wages.

How are we operating and where are we at?

As most of you know we are operating at L4 for essential services only, this has been using small teams of rostered staff and mainly for COFB or essential workers cars. To give you some idea of the volumes we are seeing, below is an example of a usual day compared to last week’s volume.

PRODUCT	AVE DAY VOLUME	AVE L4 DAY VOLUME
COFB	115	16
WOF	100	8
CERT	215	2

While it’s great to be offering essential service, volume is very low and costs us far more to open than we make in Revenue. We continue to monitor GOVT announcements and monitor volumes to ensure the safety of staff and that operational processes match volumes and current settings.

What do we think will happen?

At this stage we are planning for all outcomes, however it’s hard to see Auckland moving to L3 with the number of daily cases and outstanding close contact results. Our best information is that Auckland is likely to stay at L4 till September 6th and possibly September 13th. Given that no cases have been uncovered in the South Island and wastewater testing is clear, it’s likely that the South Island may move to L3 from August 30th, or during that week.

We will know the next update this evening so will update everyone as soon as we know what this outcome will be, and your managers will be in touch.





What will we expect at L3?

We have been working with Waka Kotahi on L3 settings and using last years "Safe return to work" plan, have had agreement to implement this and allow branches and 3rd party sites will return to work under L3. This is likely to be South Island first and there are a number of requirements to allow this to happen including Face Masks and Social Distancing, and we will continue to Monitor staff hours and temperatures.

On a return to L3 we expect to see a large increase in volumes as both August and September were already bigger months. This will be especially evident in Light Entry as over 7000 cars have arrived during L4 and these will complicate the backlog. We are likely to be asked by all customers for additional staffing or hours and your managers will discuss these with you. While we understand there are Health and Safety and Wellbeing issues that need to be considered, it would be great if everyone can pitch in to help with this backlog.

Those that are immune compromised or over 70 should discuss work under L3 with your managers. If you cannot work under L3 due to these reasons, then under the current COVID RESPONSE PLAN document you will be paid at the 80% level.

<https://covid19.govt.nz/assets/resources/at-risk/COVID-19-Guidance-at-Alert-Level-3-for-people-at-risk-of-severe-illness.pdf>

Training under Lockdown

As advised in the COVID RESPONSE PLAN; and in communications ALL employees need to complete the COI **AND** the Fit and Proper training before the end of August. The COI training is looking good, but the Fit and Proper has very low uptake. Please use this time to complete this module PRIOR to returning to L3.

FAQ's

Below is a few of the Questions that have been asked during L4. If you have any others, please contact your manager.

Q1. I have agreed to a 20% decrease, but this puts me below the minimum wage?

A1. Under the proposal, VINZ will not pay less than the minimum wage. As such those on \$25p/h or less will receive either the 20% or a flat rate of \$20 p/h (where the 20% is less than \$20)

Q2. I am immune compromised and/or over 70. What happens under L3 for me?

A2. The COVID RESPONSE PLAN included L3 to cater for this scenario. Those in this group should discuss with their managers, but VINZ preference is they do not return to work. You will continue to receive the 80% while under L3 restrictions, however we may require you to agree to VINZ applying for additional subsidies (if available)

CONTINUED OVER



Q3. What happens for the next pay run?

A3. Next week's pay run will still be completed on Tuesday. This payrun is far more complicated than usual but you should receive your wage slip as per normal. This will be your usual contracted hours at your wage rate discounted by 20%. This that applied for the leave top up will see this in your wage slip to top up this 20% and this will be deducted from your leave. NOTE: if you do not have leave available for top up then this will not be included, however you will have had communication with your manager prior to advise of this situation.

Q4. What happens if the L4 is extended past the current dates?

A4. We will not know till Friday what areas and what levels will be extended so cannot answer this question at this point in time. However, if L4 restrictions are ongoing VINZ may need to reassess the current COVID RESPONSE PLAN. Should this happen, all employees will be advised, and a second survey will be undertaken.

Q5. What will happen to the vehicles that failed before lockdown? Will they need reinspection?

A5. Waka Kotahi have agreed to "Stop Clock" the recheck process while under L4. This means that the usual recheck period was stopped on August 17th and will not restart until such time as the industry can get back to work. Currently this is at L3 but pending discussions with WK.

What You Can Do to help

The best thing you can do to help the country and VINZ is also to help yourself. If you have the opportunity to get the vaccine, please do so. If you are comfortable to share these details, please let Lynley know as we would like to know for future who is and is not vaccinated.

Please also ensure you follow the restrictions set down and take all precautions for you and your family. This includes sticking to your bubble, using face masks and social distancing and limiting contact with anyone outside your bubble. NZ has an incredible rivalry with Australia, and this is one we really want to win. Let's all do our bit to get NZ back open and operating again. It is in all our best interests.

Regards

Sean Stevens - Chief Executive