

13 March 2020

Dear Authorised Representative

As I am sure you are well aware, we are currently in a period of unprecedented uncertainty and concern for all Australians and Australian businesses due to the increase of the spread of the Coronavirus (SARS-CoV-2) within Australia and globally.

NATA has recently introduced a policy of no air travel for our staff to reduce the potential risk of exposure to our clients, staff and their families. However, we are continuing to undertake assessment activities whilst closely monitoring the situation.

We are currently exploring the potential to conduct assessments remotely. This would mean the review of documentation and records remotely, with the possibility of using other technologies if and where necessary.

We will be contacting all of our clients with assessments scheduled for the next few months to discuss the best approach to accreditation based on individual circumstances of each business.

In the meantime, should any services covered by your NATA accreditation be impacted by the current situation e.g. compliance with the accreditation criteria or continuity of service, I request that you make contact with your NATA client coordinator at your earliest convenience.

We will keep you updated as things progress and I appreciate your patience and understanding during this challenging and uncertain time.

Yours sincerely

A handwritten signature in black ink, appearing to read "Jennifer Evans". The signature is fluid and cursive, with the first name being more prominent.

Jennifer Evans
CHIEF EXECUTIVE OFFICER