

Cultivate

Business Interruption Policy

Cultivate recognises that there may be events beyond its control that cause major disruption to the workplace. These events may cause excruciating circumstances that impact the ability for us, and/or our clients, to conduct normal business, or they could be events that may create a serious risk to health and safety.

The following are non-exhaustive definitions that apply to this policy, which may impact the ability of your role to be performed:

- **Business Interruption:** An event which renders the business unable to operate, creates reduced capacity to operate, and/or prevents the business from engaging in normal trade;
- **Emergency:** An unexpected event or incident which poses immediate risk to health, life, property and/or the environment, that requires immediate attention in order to prevent the situation from worsening.
- **Disaster:** A sudden event which may be due to natural or man-made causes that results in significant damage, loss, risk to health and safety or destruction.
- **Pandemic:** An epidemic of an infectious disease, resulting in government directed lockdown, or a reduction in workplace inhabitation or continuity due to risks associated/Government mandates.

Depending on the individual event and unique situation, Cultivate or our client may need to consider any of the following options, in terms of managing a situation involving Business Interruption:

- If you are impacted getting to, or staying at work, outside of both yours and our client's control, Cultivate and our client may offer an alternative work arrangement for that day. If that is not viable and you cannot complete your normal daily hours, it is at the sole discretion of our client to pay you for any hours you may have expected to work that day.
- Working from home arrangements or directing work to be performed from an alternative site/location - if work is still available and can be performed.
- Options to take leave (paid or unpaid) if the role may not be successfully performed remotely, or due to not having access to the tools/resources needed to perform the role remotely and/or from another site/location.
- Mutually agreed variations to terms and conditions of employment. For example - reduction in hours of work and/or pay, or on agreed period of paid or unpaid leave until the role can be performed again, set by a certain date or when an event occurs.
- Redeployment and as a last resort, an earlier end date set for the assignment or immediate conclusion of your assignment as per clause 31.1 in your agreement if the above options have been deemed unsuitable for the assignment by our client.

As you are employed on a casual, "as required" basis, Cultivate will work with you if your assignment and/or the continuation of your assignment is impacted. Where you make yourself unavailable for any of the alternative options provided, any break in service will be unpaid.