

COVID-19 update

The health and safety of staff and clients is our top priority

26 March 2020

Redeployment of some State Library staff

The Queensland Government has initiated a **Workforce Mobilisation Program** to redeploy available public servants to help support essential services. This is a great opportunity for staff to take an agile approach to work beyond the State Library workplace. Short-term redeployment will help the government provide essential services during a time of high demand.

An initial cohort of staff has been identified and will be contacted by the Public Service Commission this week about upcoming assignments. If you have any questions speak to your People Leader.

Staff to work from home from Monday 30 March

All staff will work remotely from Monday 30 March, unless they have been identified as an essential onsite worker or redeployed by the Public Service Commission.

This means:

- **Blue teams** should prepare to take all items they require to work remotely by the end of this week, and
- **Green teams** should collect any items they need from their desks by close of business Monday 30 March. Once you have collected your items please leave the building.

Before you go

Don't forget to:

- remove all personal perishable items from the communal kitchens and coffee hubs, especially from fridges
- tidy your workstations to ensure cleaners can thoroughly sanitise surfaces
- if you use the basement locker room please take all your belongings and perishable as the lockers will be cleaned and sterilised
- read the 'Before you leave the office' checklist

Facilities will manage access into the building during the shutdown and provide access if required.

Keep updated

- Regular <u>staff updates on COVID-19</u>
 The general public can keep updated on our <u>website</u>.