



HR | Social Distancing 17th March 2020

Dear Colleagues,

As a precaution we request that while enjoying your lunch or morning/afternoon tea that you please refrain from using lunchrooms not located near you or not on your direct floor.

Please find below recommendations for the immediate future:

Mercedes-Benz Sydney

- Alexandria site - Service & Parts staff please continue to use your normal lunch room and please adhere to your designated lunch times, Parts can eat at desk.
- Alexandria site – Sales & Finance staff please continue to use your normal lunch room, Pre-Owned at desk or back of office.
- Alexandria site – Administration & BDC staff please continue to use your normal lunch room or eat at your desk
- Please note that if you choose to eat at your desk to be respectful to your co-workers and please be sure that you clean your area adequately
- Alexandria site – LCV Sales staff please use the office area located in the LCV Sales Centre
- AMG Sydney - Please continue to use your normal lunch room and please adhere to your designated lunch times
- Doody Street – Please continue to use your normal lunch room and please adhere to your designated lunch times

Mercedes-Benz Brisbane

- Breakfast Creek Wharf - Service & Parts staff please continue to use the mezzanine lunch room and please adhere to your designated lunch times
- Breakfast Creek Wharf – Sales, Finance, Administration & Front of House staff please use the Hub
 - o Please note the 'no eating at your desk' policy has been suspended until further notice
 - o Please note that if you choose to eat at your desk to be respectful to your co-workers and please be sure that you clean your area adequately
- Breakfast Creek Wharf – Service Advisors, Valet & Service Admin staff can use the Service Office located on Level 1
 - o Please note that if you choose to eat at your desk to be respectful to your co-workers and please be sure that you clean your area adequately
- Fortitude Valley – Sales & Finance staff please use the kitchen on the ground floor and please utilise the “Bus” as a designated lunch room
- Fortitude Valley – Service & Re-Conditioning staff please use the lunchroom located on the mezzanine level in the workshop
- Eagle Farm – Service & Parts staff please continue to use your normal lunch room and please adhere to your designated lunch times
- Eagle Farm – Service Advisors & Sales staff please use the kitchen area located in the front sales area
- MBQ – Service & Parts staff please continue to use your normal lunch room and please adhere to your designated lunch times

Mercedes-Benz Melbourne

- Kings Way Workshop and Parts staff please use both Level 2 lunch room and Level 2 Training room only
- Kings Way Reception & Sales & Administration staff please use the office area located on Level 1 behind the boardroom or if not customer facing please eat at your desks
 - o Please note that if you choose to eat at your desk to be respectful to your co-workers and please be sure that you clean your area adequately
- MBM Airport – Please continue to use the normal lunch room area and adhere to your designated split lunch time
- MBM Autobody - Please continue to use the normal lunch room area and adhere to your designated split lunch time

- MBM PD Centre - Please continue to use the normal lunch room area and adhere to your designed split lunch time

Lunch time allocations for all departments will be announced shortly

YOU MATTER. ALWAYS.