

PolsonHiggs

Business advisors

After enjoying the freedom of Christmas and Waitangi Day at Level One, the News last night that Auckland was moving to Level Three and the rest of the country to Level Two, was unfortunate. However, it does serve as a reminder of the need for constant vigilance.

In this newsletter we are going to cover:

- **Polson Higgs and Level Two**
- **This is not new . . .**
- **Fingers crossed, it is just three days, but . . .**
- **Your IT system**
- **New Website**

Polson Higgs and Level Two

We can assure you that your team at Polson Higgs have plans in place which enable us to continue to provide you with the same high level of service as always, regardless of which Level we find ourselves in.

At Level Two our office remains open, if you do wish to come into the office, please ensure you make an appointment, otherwise phone and Zoom meetings are still available.



This is not new . . .

Because this is not new, we have a greater understanding of the effect that level changes have on businesses. If you have any questions or concerns about what a move to Level Two or Level Three may mean for your business, please do not hesitate to contact your Partner or Manager for help.



Fingers crossed, it is just three days, but . . .

We all hope that by “going hard and early” we will return to level one quickly, however now is the time to review your business continuity plan in case there is a need to move to level three or four.

You can find out more about business continuity plans [here](#). If you don't have a business continuity plan in place or you want assistance with preparing one, please don't hesitate to contact your Partner or Manager for help.

Your IT system...



Now is the time to check that your IT system will operate as planned if there is a move to Level three or four. Will all of your team have access to the equipment that they would need if they have to work from home? Have there been any changes to your systems or requirements? If you have any questions our IT are happy to [help](#).

New Webpage - We have added a new page to our website and are gathering different resources for you to use. Check out [Polson Higgs Covid-19](#)

If you have a question about anything, please don't hesitate to ask on covid19@ph.co.nz.

Stay safe and keep in touch.

Kind regards

Polson Higgs Team