

9 June 2020

[REDACTED]
[REDACTED]
[REDACTED]

Dear [REDACTED]

I refer to your request dated 12 May 2020, pursuant to the Official Information Act 1982, seeking:

- *details on the number of employees (and / or percentage of the workforce) who were able to log-in to work from home, and the number who had sufficient equipment to be able to work from home during the Covid-19 crisis.*
- *and reports (advice or analysis documents, not including correspondence) that include information about the number of employees who were able to work from home during the Covid-19 crisis.*

During Alert Levels 3 and 4 of COVID-19, all employees had the ability to and were successfully able to work remotely from home. A small percentage of employees were deemed essential workers as they were working on the emergency response to COVID-19 and they were allowed to work in the office when required. At Alert Level 2, the office is open for those employees needing to or wanting to return to the office and those working from home can continue to do so.

All employees have a Ministry issued laptop and mobile phone where they can access all systems required to do their role. Those employees who required more equipment such as screens, keyboards, mice and chairs had these items sent to them.

The Ministry had no advice or analysis documentation relating to the number of employees working from home during Alert Levels 2, 3 and 4. Due to the Ministry's size and the nature of our work, we were easily able to implement our working from home arrangements.

The Ministry publishes our Official Information Act responses and the information contained in our reply to you will be published on the Ministry website. Before publishing we will remove any personal or identifiable information.

Yours sincerely

[REDACTED]

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