

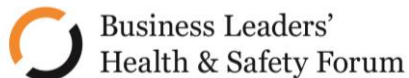
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“Living with Covid” Principles



DEPARTMENT OF THE
PRIME MINISTER AND CABINET
TE TARI O TE PIRIMIA ME TE KOMITI MATUA



MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT
HĪKINA WHAKATUTUKI

WORKSAFE
NEW ZEALAND | 1800 136 779

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“Living with Covid” uses a health and safety risk-based approach, providing a series of high level principles through a mix of resources, guidance and stand-alone posters for businesses to use as we live with Covid in our workplaces in 2022 and beyond.

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Introduction

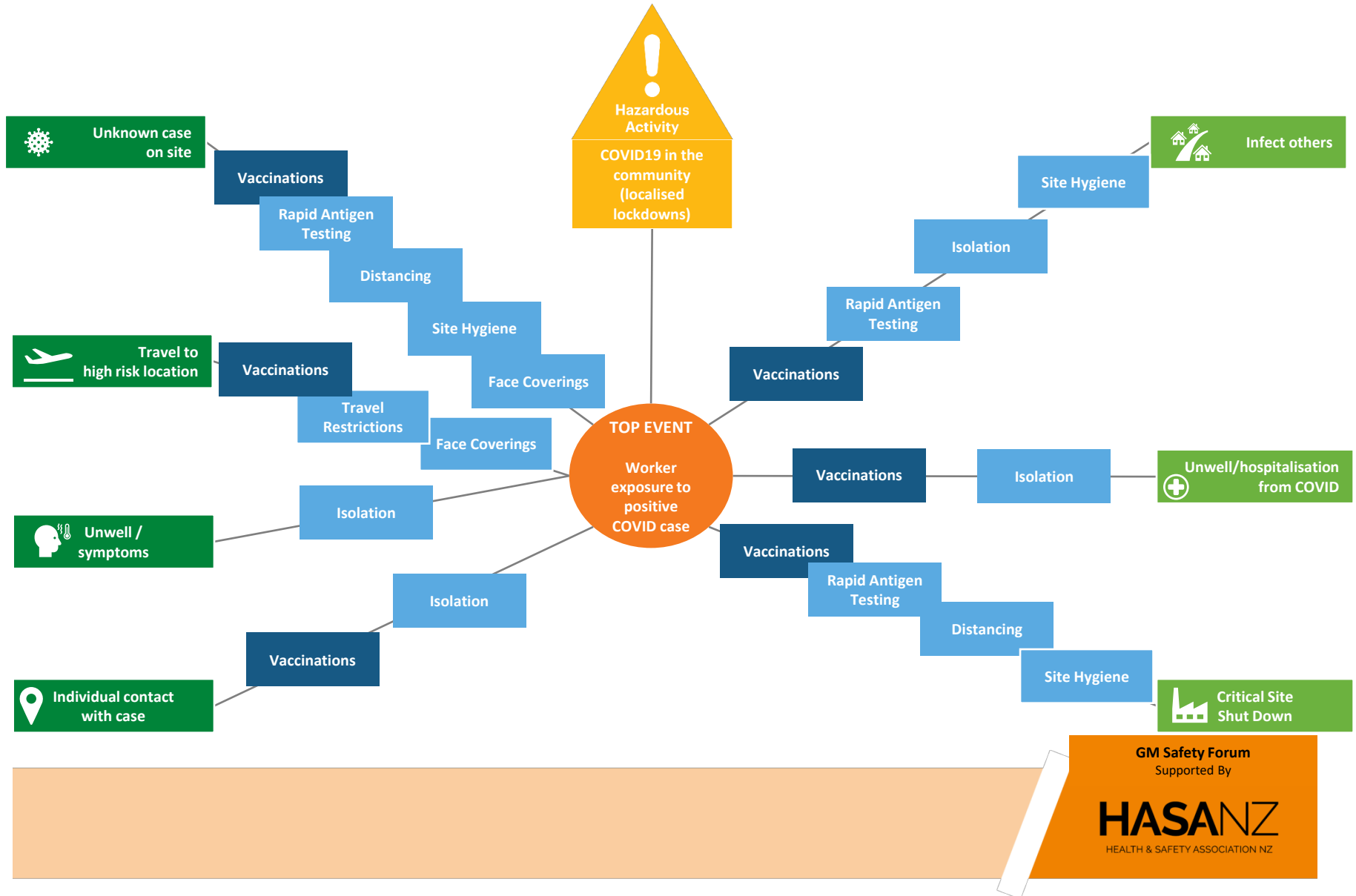
Developed by the GM Safety Forum which involves 80+ large organisations throughout NZ (supported by HASANZ), in consultation with Ministry of Health, WorkSafe, and the Business Leaders' Health and Safety Forum

- The Principles provide guidance for organisations on how to manage the ongoing risk of the pandemic, as we **live with Covid** in 2022 and beyond
- They will support organisations to manage any outbreak in their business, enabling them to protect their people without severely interrupting business continuity.
- The Principles include a universal Covid bowtie risk framework and further support for business on managing infections, including contract tracing, isolation requirements and testing.
- These principles should inform businesses in the development of their own operational controls and plans to mitigate the risk of Covid spread and infection on their sites.
- Endorsed by the Ministry of Health, these Principles will enable NZ businesses to ensure they have the right controls in place to support their people and business, without the threat of long shutdowns.

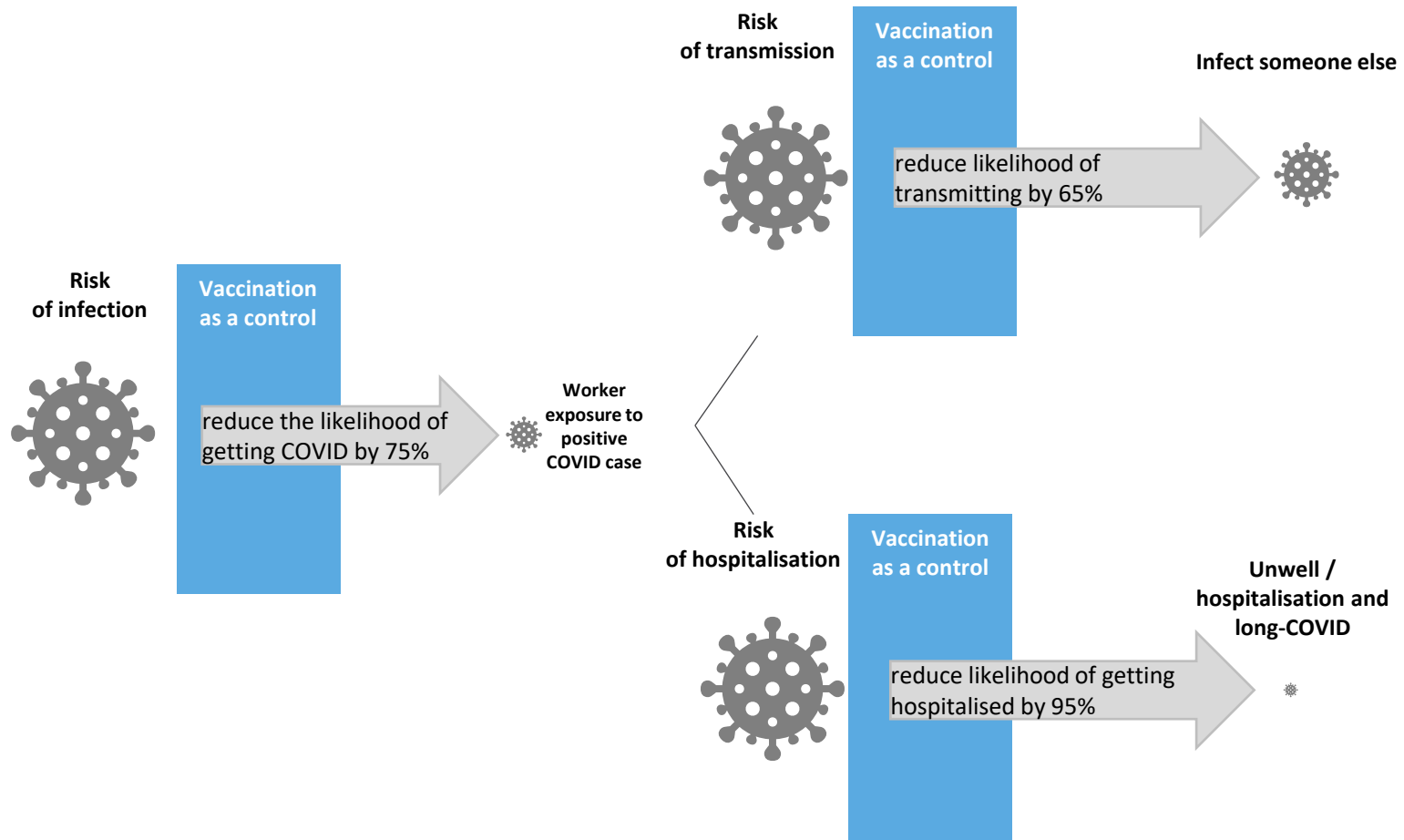
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Bowtie Risk Assessment



Vaccination as a Control



Elliott et al. 2021. [REACT-1 round 13 final report: exponential growth, high prevalence of SARS-CoV-2 and vaccine effectiveness associated with Delta variant in England during May to July 2021](#). Imperial College London.

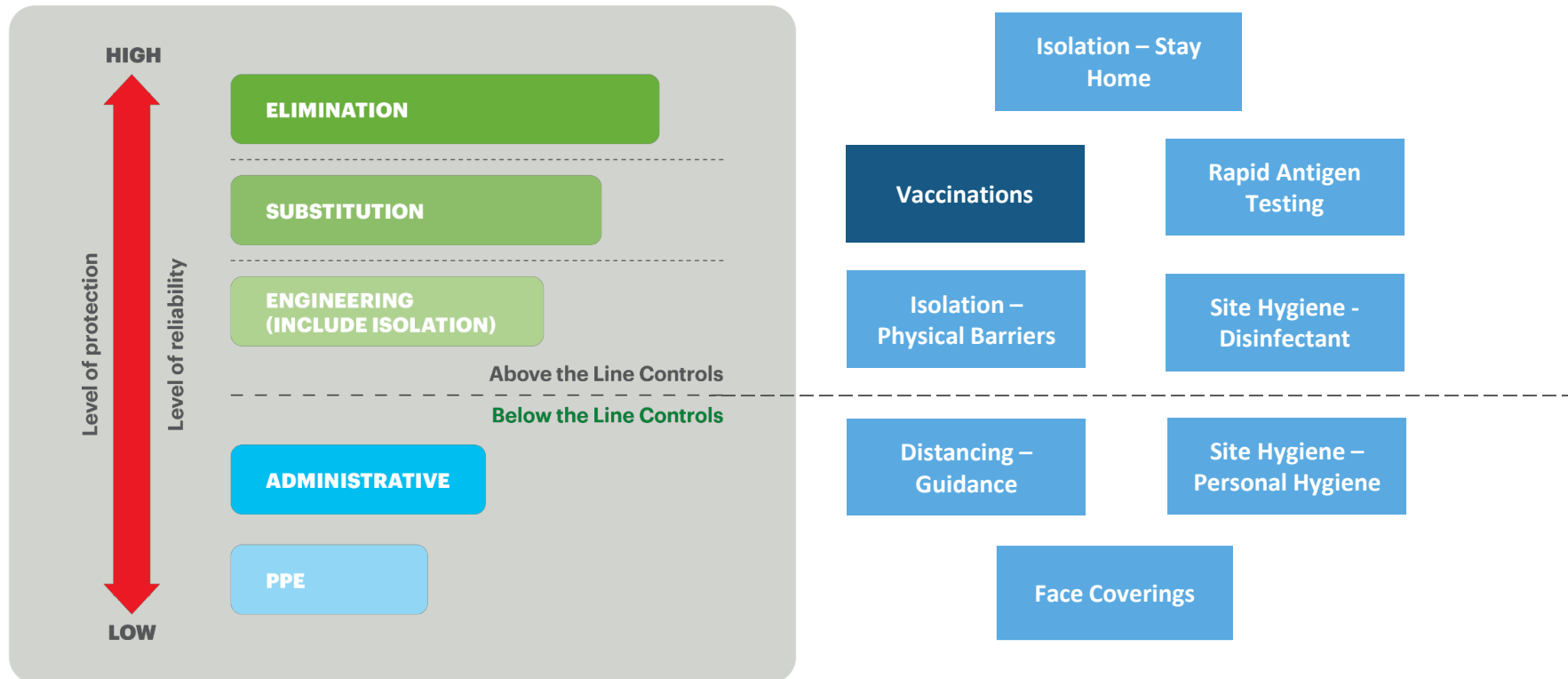
Eyre, D et al. 2021. [Impact of SARS-CoV-2 vaccination on Alpha & Delta variant transmission](#). University of Oxford

Pfizer Clinical Trials. Nov 2020. [Phase 3 Study of Covid Vaccine candidate](#). [NZ Ministry of Health](#).

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Hierarchy of Controls



<https://ehs.cornell.edu/campus-health-safety/occupational-health/Covid/Covid-hierarchy-controls>

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Personal Protection Basics



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Stay home if you have symptoms

call local authority for advice about a test



Cough or sneeze into your elbow

or by covering your mouth and nose with a tissue

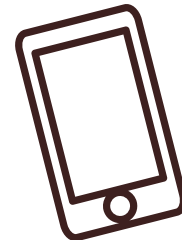


Get vaccinated



Wash your hands

this kills the virus by bursting its protective bubble



Scan QR codes or sign-in

Contact tracing reduces the spread of COVID-19 and helps to keep us all safe





Basics for Site Managers

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Every site should have these basics in place to help mitigate the risk of Covid

CovidSafe Site Basics



Sign In / Out

Digital or paper at entrances
(plus government QR codes)



Daily Cleaning

All surfaces including shared
equipment and tools



Hygiene

Hand washing facilities and/or
hand sanitizer for individual use



Fresh Air

Well ventilated / air circulation
(review as required)



Keep Updated

Monitor government
announcements and health advice

Manager's planning checklist:

1

Have a Plan

Do you know what
additional controls you
will apply at red or
amber?

2

Tell your team

Do your team know
what the plan is and
what they need to do?

3

Get gear

Do you have enough
masks? Hygiene
supplies? Deep clean
support?

4

Check signage

Does everyone sign
in? Do you have signs at
entrances for visitors?

5

Check your air

Have you reviewed
your ventilation / fresh
air options?

6

Set up RAT

Do you have someone
trained to deliver Rapid
Antigen Testing if you
need it? Do you have a
plan?

7

Map your team

If you have a case on
site what would be the
impact? What if a
whole team had to
isolate?

8

Test your Plan

Simulate a case on site.
Can you contact trace?
Do you know what
steps to take?

9

Stay informed

Things change quickly.
How do you stay
informed?

Incident Response Guide

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SCOPE

This document outlines what do if a person was infectious on site.

"Infectious on site" means that a person received a positive PCR test and was either symptomatic on site or was on site within 48 hours of their test.

1

CONTAIN the risk and notify others

- If a person is suspected positive (either from a RAT or symptoms) they must go home and get a PCR test.
- If they are unable to leave immediately, they should isolate from others in a separate room or area with a fitted mask
- Treat as infectious until either it is confirmed or a negative result is returned
- Notify your support team (e.g, H&S, HR); Notify the health authority (NZ 0800 358 5453)

4

LET people know what is going on

- Advise everyone on site at the time that they were at low risk of exposure but should monitor for symptoms as casual contacts
- Confirm what actions you have taken for their safety (cleaning, isolating close contacts, etc)

3

CLEAN and disinfect

- Prioritise areas with the most contact, shared spaces and areas where other people still need to access
- Remember lunch rooms, bathrooms, tools, vehicles, machinery and equipment

2

COMMENCE contact tracing

- Identify everyone on site who was a contact (face to face or direct) with the individual while they were on site & infectious (i.e., 2 days before they were symptomatic)
- Ask contacts to isolate and complete regular testing as per health advice (use the flowchart as a guide)

5

SUPPORT and keep connected

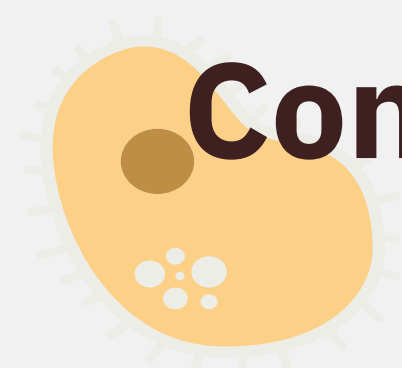
- Keep in touch with the affected individuals
- Find ways to support them and their family
- It might be a stressful time for them and their families.
- Remind them of support like Employee Assistance Program where available

6

PLAN for a safe return to work

- The isolating and infected individuals must be cleared to return to work either by a public health authority or a medical professional. Individuals must have completed the minimum isolation periods, PCR tests and be symptom free.
- Work together to identify any modification to work duties to ensure safe return to work





Contact Tracing & Isolation

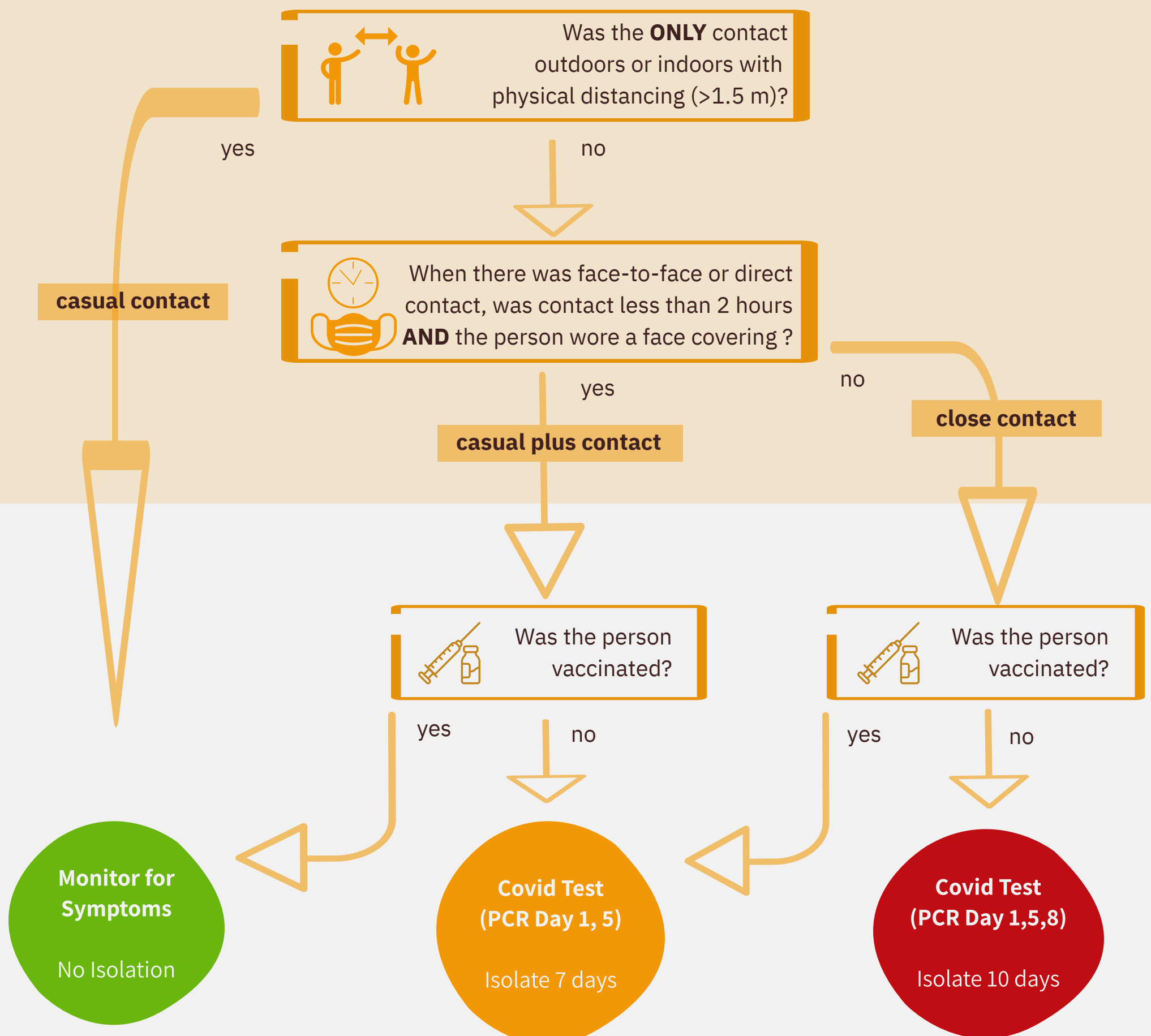
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Contact tracing should start with the infected person, map their movements and potential contacts.

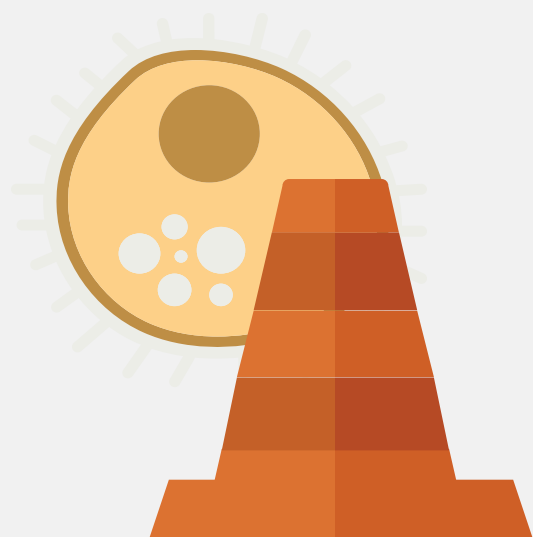
You can start this as soon as you know you might have had an infection on site.

Once you have identified potential contacts, use this flowchart to determine actions to take and help your conversations with health authorities.

This flowchart should be read in relation to the individual that was exposed to the infectious person.



- + Anyone who has had direct saliva or secretion contact is considered high-risk regardless of other factors
- + If they have symptoms, a person's infectious period begins 2 days before their symptoms started
- + If they don't have symptoms, a person's infectious period begins 2 days before their positive test
- + Positive cases must isolate for at least 14 days until cleared by a health professional and until symptom free
- + Individuals will be advised of their isolation requirements by public health officials
- + Individuals will be advised when they can return to work by public health officials
- + Keep a list of close contact and casual plus contacts to email covid-19_contacttracing@health.govt.nz



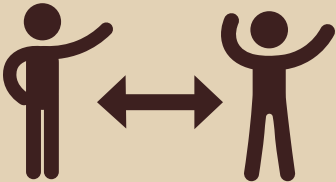











Red and Amber Control Principles

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Use these principles to take a risk-based approach to your controls at Red or Amber traffic light levels.

The goal is to reduce the risk as much as possible either through increased distancing, decreased time, or addition of face coverings. Consider vaccination status of your teams too.

Don't forget to think about all the scenarios your workers may experience throughout the day - especially common areas like lunch rooms. A simple fix is to move these areas outdoors, for example.

	Distanced / Outdoor	Face to Face	Direct Contact
	 Indoor Distanced >1.5m or Outdoor e.g., yard, construction, open factory / common areas, well ventilated office or factory areas	 Indoor <1.5m and <15min >1.5m and >15 min e.g., lifts, narrow stairwells, small rooms, indoor eating areas, poorly ventilated offices	 Indoor <1.5m and >15 min e.g., hand shakes, hugs, seating <1.5m, travelling in a vehicle together
 Vaccinated	 Low Risk	 Medium Risk Encouraged	 Medium Risk Encouraged
 2 hrs of contact or  Not Vaccinated	 Low Risk	 High Risk	 High Risk

- + Limit visitors and non-essential gatherings
- + Restrict travel to high-risk areas
- + Work from home encouraged where appropriate
- + Face coverings are required for any public facing / retail activities



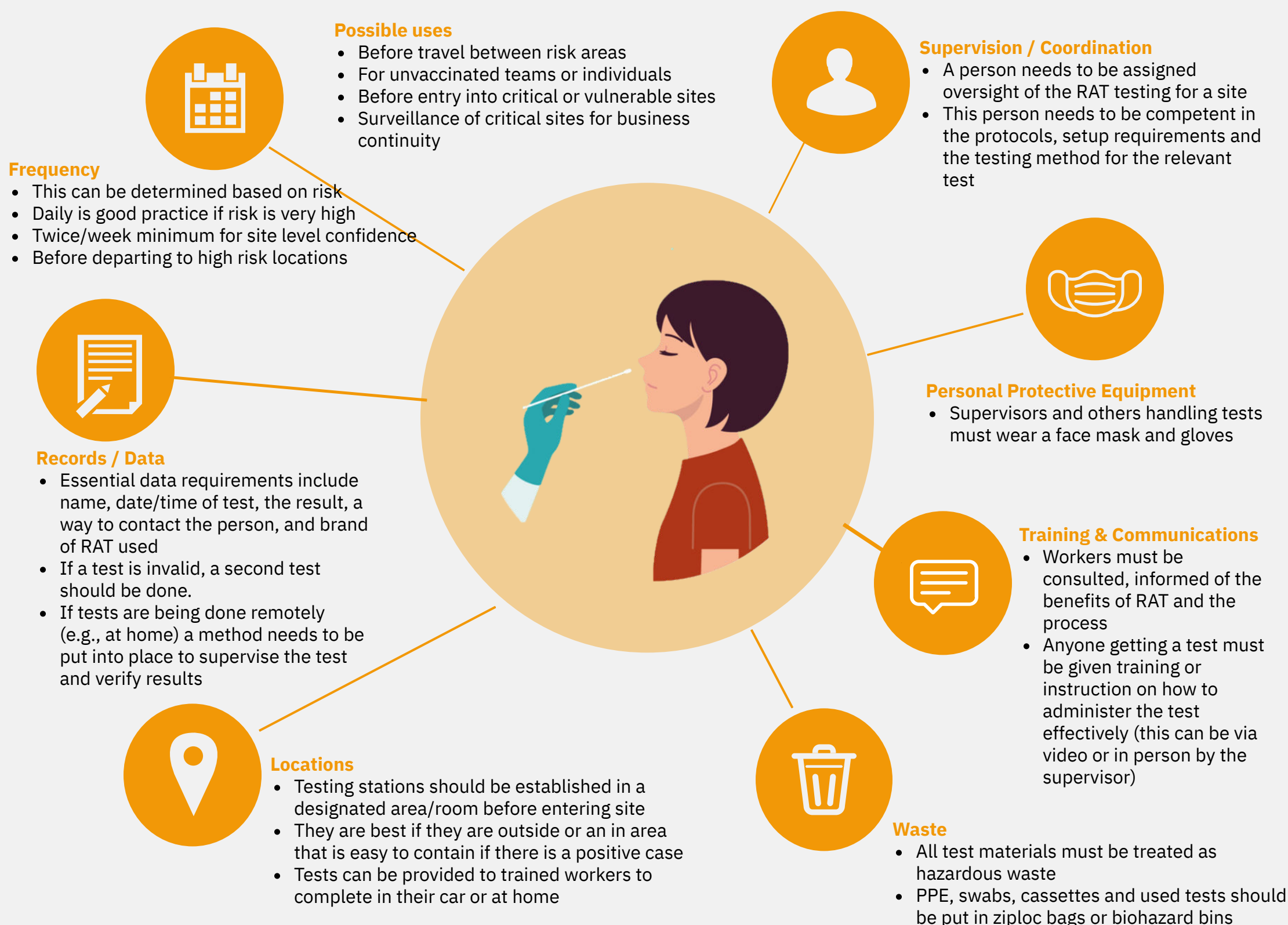
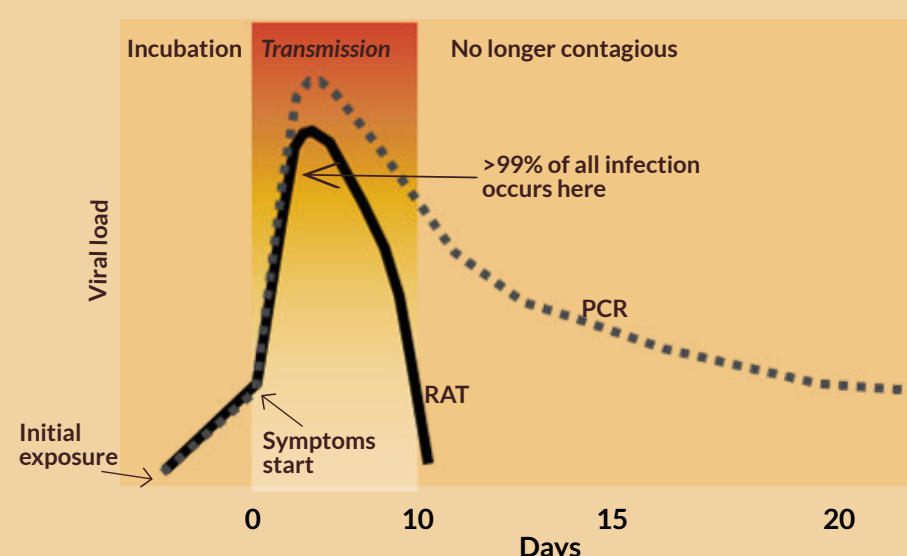
RAT helps confirm Covid-safe site and keeps the team working

Rapid Antigen Testing (RAT)

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Rapid Antigen Testing (RAT) is a surveillance tool that can identify Covid when it's at its most infectious. It's easier and faster to administer than PCR testing.

The test itself is simple but the surveillance process around it must be set up well to ensure it is effective.



- + You are NOT required to notify the health authority of RAT results
- + Anyone who tests positive with RAT **MUST** self-isolate, get a PCR test, and follow guidance
- + Use a trained coordinator to set up a testing station and oversee the testing program
- + Individuals test themselves before entering the work area (allow 15 minutes for results)
- + Remote (home or vehicle) testing is permitted as long as the person has been trained & the results supervised
- + Anyone with symptoms must stay home and get a PCR test. RAT is not a diagnostic tool.



Ventilation Key Principles

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Ventilation is one of the tools in your Covid toolkit for indoor environments.

It doesn't replace any of your other controls.

Review the ventilation in your workplaces. Get help from an expert if you are concerned.



Increase fresh air



If your building has natural ventilation

- Can you do more activities outdoors?
- Can you open more doors and windows?
- Can you add fans to increase air flow?



If your building has mechanical ventilation

- Can you increase fresh air and minimize recirculation?
- Can you maximize volumes and flow rates?
- Are your filters clean and well maintained?

- + [Occupational hygienists](#) can help evaluate your exposure risk
- + HVAC system specialists can help optimize your mechanical system
- + Guidance is available from [Ministry of Health](#), [WHO](#) and others
- + AS1668.2:2012 The use of ventilation and air-conditioning in buildings

Vaccination Mandate Resources



Te Kāwanatanga o Aotearoa
New Zealand Government

Vaccination Assessment Tool (VAT)

- Simple risk assessment tool
- ETA mid December
- 4 factors; 2 risk levels
- 3 out of 4 higher risk = mandate

[click here](#)



Risk Assessment Guide

- Was first resource available
- Can still be used/applied regardless of MBIE VAT
- 6 factors; 2 risk levels

[click here](#)

Flowchart Risk Assessment

- Assessment for role
- Assessment for business
- Assessment for site
- Consideration of health factors, PCBU shared responsibilities and business risks

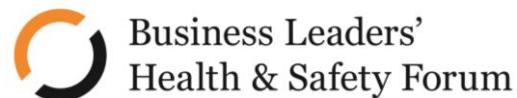
[click here](#)



Policy

- Leadership position supporting vaccinations
- Policy building tool
- Policy building guide

[click here](#)



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Frequently Asked Questions (FAQs)

Q. What the threshold for staying home?

Follow the common symptoms known for Covid. Click [here](#) for more information.

Q. Face-covering – how do I know what is appropriate?

There is lots of guidance on this externally. Click [here](#) for more information

Q. Ventilation – how do I know what is required?

American Conference of Governmental Industrial Hygienists (ACGIH) has updated guidance. Click [here](#). Victoria Department of Health has also released guidance. Click [here](#). Get an occupational hygienist to assess your system if you are unsure. Click [here](#).

Q. The biggest challenge is in common, social areas like kitchens and canteens. What more can we do?

As face coverings are often not an option in these areas where people are eating and drinking, you need to look to other controls like vaccinations, ventilation and increasing distancing. This could be adding physical separations, staggering lunch times, opening doors/windows, expanding the seating area into outdoor settings.

Q. What if a person declines a rapid antigen test?

[As per NZ government guidance](#), it is recommended that they do not enter the site until they can provide evidence of a Covid test in the past 72 hours.

Talk to a health and safety professional or find an expert to support you: www.hasanz.org.nz/hasanz-register-for-businesses

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Frequently Asked Questions (FAQs)

Q. What if face coverings are interfering with other PPE like safety glasses or hard hats?

It's important to question your ability to implement the controls available to you. If you know that face coverings will create new risks or interfere with the effectiveness of controls for other risks, you need to consider these and address it. There is no point having masks if they increase the risk of other harm or if they can't be used effectively. So you will need to look to other controls instead (like increasing physical distancing and vaccinations).

Q. What if my team is only 85% vaccinated, how do the control principles apply?

Anything less than 100% should be treated as unvaccinated. This is because the reduction in risk at a site or team level is only realised if everyone is protected.

Q. For contact tracing, do both people have to be wearing a face covering for it to be low risk?

It's most effective if both are wearing the face covering. However, the greatest benefit is if the infected person is wearing the face covering.

Q. How do we apply this where we have multiple PCBU's on site?

Anywhere you have shared obligations, you need to collaborate on controls that are agreed as reasonable for protecting the affected workers. This might be related to ventilation systems in a shared tenancy building or a worksite with more than one occupant, for example.

Talk to a health and safety professional or find an expert to support you: www.hasanz.org.nz/hasanz-register-for-businesses

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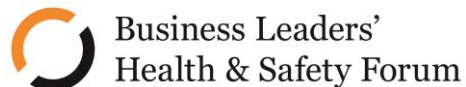
Chief H&S Officer, Fletcher Building

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Auckland DHB	First Gas	Ministry of Social Development
Air NZ	Fletcher Building	Ngai Tahu
Apata	Foodstuffs	NIWA
Assure Quality	Frucor Suntory	Port-Tauranga
Auckland City Council	Genesis Energy	Respond Global
Beca	George Weston Foods	Ryman Healthcare
Business Leaders H&S Forum	Government H&S Lead	Sandford's
Construction H&S NZ	Kainga Ora – Housing NZ	ShopCare
Chorus	HSE Global	Silver fern Farms
Counties Manukau DHB	Kmart	Vector
Comvita	Kraft Heinz	Villa Maria
Downer	McConnell Dowell	Waka Kotahi – NZTA
Institute of Environmental Science and Research	Meridian Energy	Z Energy

Learn more about the GM Safety Forum and join the 80+ organisations already involved:

<https://www.hasanz.org.nz/gm-safety-forum/>

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