



GRANGE EARTHWORKS 2020

PANDEMIC RESPONSE POLICY

POLICY STATEMENT

This business is committed to ensuring, so far as is reasonably practicable, the health, safety and welfare of all staff, employees, contractors, volunteers, customers and visitors to our workplaces. This commitment extends to ensuring that we reduce risk, so far as is reasonably practicable, to workers, employees, and other persons at our workplaces from any pandemic illnesses that may be present in the community at large.

AIMS AND OBJECTIVES

We recognise our moral and legal responsibility to provide a safe and healthy work environment in our workplaces for all persons, and that the health and safety and well-being of persons includes minimising the risk of infection by Pandemic viruses, including the Novel Coronavirus COVID-19. To achieve this, we will:

- identify and assess risks to our operations and activities in the event of a pandemic
- establish policies and procedures to be implemented during a pandemic or pandemic-like outbreak
- plan for the impact of COVID-19 on our business, suppliers, service providers, workers and customers
- allocate resources to protect workers and employees during an outbreak
- provide adequate facilities and provisions necessary to maintain personal hygiene practices in the workplace
- inform workers, employees and other persons of risks of COVID-19 and control measures to be followed, and
- provide support and assistance to workers and employees who may be impacted by COVID-19.

IMPLEMENTATION

We will ensure that adequate facilities to maintain high standards of person hygiene are provided and maintained, including hand washing facilities, supplies of anti-bacterial soap or handwash, and air dryers or paper towels, tissues and closed bins for their disposal. Instructions for correct hand washing will be displayed in work areas, kitchens and meal rooms, change rooms and toilets and at hand washing stations.

Where necessary, we will ensure that workers and employees who are suspected of having contracted COVID-19 or have been in close contact with a confirmed case are directed to not attend work until the recommended isolation period has elapsed and/or clearance to attend work is provided by a registered medical practitioner. Persons who are ill or are caring for a person who has or is suspected of having COVID-19 should use their paid personal/carer's leave, or where this is exhausted, other available leave.

Persons exposed to COVID-19 and directed by the company to not attend work are entitled to be paid for the period of absence. Workers who are fit for work during quarantine or isolation periods may be required to work from home where practicable.

Where it is not practicable for the business to continue operations for reasons outside of its control (including staff shortages, inability to source supplies, etc.), the business may implement other measures (including stand-down procedures in line with Fair Work Act provisions and subject to any provisions in modern awards, agreements or employment contracts).

AUTHORISED BY

Signed: _____ Date: _____