

WHS Construction

COVID-19 Management Plan

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Introduction

The objective of the COVID-19 Management Plan is to outline workplace health and safety precautions and procedures in place to manage the COVID-19 virus.

Workers have a duty to take reasonable care for their own health and safety and the health and safety of others in the workplace. Workers must co-operate with any reasonable policy or procedure that relates to health or safety at the workplace, including in relation to COVID-19. The actions taken by both AVJennings and workers to discharge their duties under the WHS/OHS Act are an important part of the community response to COVID-19.

Definitions

<p>Close contact</p> <p><i>Australian National Definition applies to most jurisdictions in which AVJennings operates. SA & NZ definition as per government health authority</i></p>	<p>You are a close contact if you:</p> <ul style="list-style-type: none"> live in the same house as someone who test positive spent 4 hours or longer with someone in a home, or health or aged care environment are determined as one by your state health department.
Confirmed Case	A person who tests positive to a Covid-19 test via either a PCR or RAT test.
Contact Tracing	Identifying persons who were within the area of the infected person or in close contact.
Exposure Sites	Places where health officials have identified people with COVID-19, or places that are at risk of a lot of COVID-19 infections.
Lockdown / Stay at Home Orders	Government mandated restrictions on travel restrictions, personal movement restrictions and social interaction to prevent community transmission of COVID-19.
Negative test	The result of the validated COVID test is negative.
Positive test	The result of the validated COVID test is positive.
Self-Isolation	<p>Self-isolation means you must stay at your home or accommodation and remain separated from others. You can only leave to get medical care (such as a COVID-19 test) or in an emergency. You cannot have visitors.</p> <p>For more detail visit the Australian Government Department of Health - Isolation for Coronavirus (COVID-19) website.</p>
Social (or Physical) distancing	Maintain 1.5m between yourself and other persons.

Government requirements

AVJennings will apply all Government requirements as mandated.

AVJennings COVID-19 Vaccination Policy

It is a requirement of attending any AVJennings workplace to be Fully Vaccinated against COVID-19, unless a medical exemption is in place.

This policy applies to customers, visitors as well as all Employees, and contractors, sub-contractors/labour hire personnel, interns or secondees (Workers) who may be performing work at any of AVJennings' workplaces in Australia and New Zealand.

A Worker's status is required to be provided prior to as part of our safety induction processes or when presenting at the AVJ workplace/site using the AVJ QR code. Vaccination status can also be sighted using the respective government QR code check-in app.

As there is no employment relationship, AVJennings will not seek to collect or confidentially store any COVID-19 vaccination records but will rely on other measures as noted above, i.e., sighting it but not collecting it, confirmation from contractors re their workforce, etc.

Workplace Specific Application

Workplace	Risk Assessment	Controls in Place / Actions to be taken
Construction (Developments)	Low risk environment i.e., outside, and physically distanced work	<ul style="list-style-type: none"> • Compliance with respective government health order. • As the AVJennings engaged Civil Contractor is a PCBU we have an obligation to consult regarding our expectations but as a PCBU who has effective control of the site for land development, and consistent with operating under their site-specific project SMP and COVID-19 SMP, they will be required to document what controls/mitigation measures are in place to manage the risk of infection where they have unvaccinated workers. • Consultants who attend site are to be fully vaccinated. Noted that sometimes business imperatives may override in those jurisdictions where vaccination regulations are more relaxed and alternatives fewer. In these situations, we will have to rely exclusively upon other mitigation measures, including social distancing, limitation of persons in enclosed environments, maintenance of appropriate ventilation (opening of doors and windows), mask-wearing etc. • Safety for our AVJ team when attending the site for meetings, inspections (DMs, WHS Advisor), etc by following COVID-19 SMP noting civil contractor's workforce vaccination policy.
Construction (AVJ Building)	Medium Risk environment i.e., outside work through to finishing trades	<ul style="list-style-type: none"> • All workers including sub-contractors will be required to be vaccinated. All other COVID-19 controls are operating for both external and interior work. With interior work, trades/workers are to be planned and density limits apply. • Safety for our AVJ team when attending the site for meetings, inspections (Building Manager, WHS Advisor), etc by following COVID-19 SMP. • External parties, e.g., inspectors/certifiers. Noted that sometimes business imperatives may override in those jurisdictions where vaccination regulations are more relaxed and alternatives fewer. In these situations, we will have to rely exclusively upon other mitigation measures, including social distancing, limitation of

		persons in enclosed environments, maintenance of appropriate ventilation (opening of doors and windows), mask-wearing etc.
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COVID-19 Risk Assessment & Controls

The below risks and preventative measures have been identified in relation to COVID-19, these preventative measures must be implemented on site.

Risk 1 - COVID-19 outbreak

Preventative Measures:	
Managing workers and visitors by:	<ul style="list-style-type: none"> • Signage to be placed at front of site office displaying COVID-19 Conditions of Entry. • All persons entering the Construction Site are to read and understand the <i>COVID-19 Conditions of Entry</i> prior to checking in, using the specific electronic check in (QR code).
Ensure the Government's social distancing criteria are met by:	<ul style="list-style-type: none"> • Applying Government restrictions for work being undertaken in enclosed or internal spaces when mandated. • Installing signage at entry to site office, meeting/lunch area, bathroom and any other rooms indicating the maximum number of persons allowed according to the direction of the Governments. • Installing physical distancing decals to indicate the seating and standing areas available to comply with the direction of Governments. • Limiting (where possible) any external visitors or third parties (e.g. building inspections, deliveries) to be by exception and at a time when no one else is on site apart from the builder and/or site supervisor.
Ensure the Government's self-isolation rules are always met by:	<ul style="list-style-type: none"> • Workers stay home if unwell and get tested for COVID-19 if presenting COVID-19 symptoms. Only return to work when symptoms have disappeared (a medical certificate may be required). • Apply Government requirements for employees returning from overseas, interstate or COVID-19 hotspots. • Have any worker who has a positive test or been a close contact to self-isolate for the period as determined by the relevant state health department.
Ensure adequate hygiene facilities are provided on site for all workers by:	<ul style="list-style-type: none"> • Providing adequate cleaning products and facilities for all workers on site. • Hand sanitisers to be available in all common and facilities areas. • Workers to use disinfectant wipes on any shared surfaces after each use. • Routine clean to occur with the frequency based on the level of worker activity. • Encourage cleaning any shared tools/plant before and after each use. • Increasing ventilation for building sites where internal work is being undertaken.
Stop the spread and Personal Hygiene	<ul style="list-style-type: none"> • Wash your hands often, using soap and water or hand sanitiser • Sneeze or cough into your arm or a tissue. Then put the tissue in the bin

	<ul style="list-style-type: none"> Stay healthy by continuing healthy habits: exercise, drink water and get plenty of sleep. Wear a face mask whenever mandatory face masks are required. Scheduling/staggering break times for workers i.e. lunch and morning break to avoid on-site gatherings during these times.
Ensure all workers have access to appropriate safety equipment by:	<ul style="list-style-type: none"> Employees undertaking surface cleaning to be provided with gloves (personal protective equipment). Access to hand sanitiser is to be available to all persons entering the site. All workers, contractor and visitors are to have relevant personal protective equipment (i.e. mask) as per Government requirements. Contractors providing their employees with access to personal protective equipment including gloves, masks and eye protection appropriate to the work they are performing on site.
Facilitate contactless deliveries, payments and travelling out of peak times by	<ul style="list-style-type: none"> Going contactless as far as practicable with orders and site deliveries. Maintaining work sites operation times to allow workers to travel to and from site in off peak times.
Facilitate site inductions and updates on latest Government requirements by:	<ul style="list-style-type: none"> Undertaking paperless site inductions prior to commencing on site. Conducting regular 'toolbox' discussions (while practicing social distancing) to enable workers to stay informed on risks and hazards including specifically about latest Government COVID-19 updates.

Risk 2 – Cross Contamination between AVJennings Workplaces

<p>Preventative Measures</p> <ul style="list-style-type: none"> Meetings between office, site and sales staff are to be conducted via tele or video conference where possible. Employees may be restricted to be at one AVJennings workplace during the same day. Employees visiting a construction site or sales office may have to work from the site/sales office or remotely for the remainder of the day. Employees are to keep a record of who they interact with (employment related) in case of potential exposure. Employees are to complete their specific Employee Attendance Registers daily to indicate their work location. <p>To further reduce the risk of spreading an infectious disease the following activities need to be risk assessed on a case-by-case basis and require appropriate approvals:</p> <ul style="list-style-type: none"> Interstate business travel. (CEO approval) Meetings where close contact of multiple staff and visitors are physically present. (Line Manager) Planned events, conferences where large groups of people will be together in the one space. (Senior Manager approval)
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Risk 3 – Multiple members of the same AVJ project team becoming infected

<p>Preventative Measures:</p> <ul style="list-style-type: none"> Site and Project teams may be required to be split into teams so that they do not to work from the same workplace at any given time. Employees are to keep a record of who they interact with (employment related) in case of potential exposure. Employees are to complete their specific Employee Attendance Registers daily to indicate their work location.
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Exposure to Coronavirus

Symptoms of COVID-19 include:

- Fever
- Cough
- Sore throat
- Shortness of breath
- Runny nose
- Fatigue
- Diarrhoea
- Vomiting or nausea
- Loss of smell and/or taste

Other symptoms people may experience include muscle or joint pain, and loss of appetite.

Any worker who reports or identifies with symptoms relating to COVID-19 must leave the work site, immediately isolate, and arrange for a COVID-19 test.

Positive Test Result

If a worker has tested positive to having COVID-19 and has been on a site where AVJennings is the Principal Contractor, their employer must notify the AVJennings Site Supervisor and provide details of any other workers who may be close contacts from working on the AVJennings site.

The AVJennings Site Supervisor will report to the Building Manager who will notify the Head of Building and Design and WHS Advisor / GMHR of the confirmed case.

The AVJennings Site Supervisor will contact other Contractors whose workers may be deemed as a close contact.

The confirmed case and any close contacts will need to isolate as per the relevant state health department and may require a medical clearance prior to returning to the workplace.

Common areas of the workplace are to be cleaned with disinfectant as soon as practicable following notification of the confirmed case.

Contacts List

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