COVID Safe Checklist: Public Health and Social Measures

Effective from 4 March 2022

This checklist is for business settings required to operate in accordance with this checklist under the *Public Health and Social Measures linked to vaccination status Direction*. Businesses operating under this checklist have the responsibility to consider how they can implement each section and what measures they need to put in place to ensure that patrons and staff are protected from the risk of COVID-19 transmission.

Find out which types of businesses this checklist applies to.

What you need to do to safely operate your business

1. Contact tracing information

☑ Electronically collect and store contact information about all guests, patrons and staff at the time of entry unless otherwise specified, by either:

- the ***Check In Qld app***; or
- registering guests, patrons and staff through the Business Profile mode of the ***Check In Qld app***.

2. Vaccination status

*(**Note:** attendance by unvaccinated individuals is permitted if operating under the provision of private hire of a venue with less than 20 people in attendance.)*

☑ Clearly display signage that outlines business rules for vaccination status.

Note: Posters and other resources to assist businesses Can be found at the following Queensland Government website: Business health and safety resources for coronavirus (COVID-19) | Business Queensland.

☑ Ensure all staff over the age of 16 have provided confirmation that they are fully vaccinated or have obtained a medical contraindication certificate from the Australian Immunisation Register.

☑ Establish a system for checking patrons vaccination status before they enter the venue.

Note: An unvaccinated patron can enter a venue that is permitted for vaccinated patrons only to collect takeaway.

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3. Enhanced cleaning

- ☑ Clean frequently touched surfaces:
    - clean and disinfect (sanitise) regularly (1-2 hourly)
- ☑ Clean infrequently touched surfaces:
    - clean at least daily
    - clean and disinfect (sanitise) at least weekly
- ☑ Surfaces used by customers, such as tables, must also be cleaned and disinfected between customers
- ☑ Disinfectant products (sanitisers) used must contain:
    - alcohol in a concentration of at least 70%,
    - chlorine bleach in a concentration of 1,000 parts per million,
    - oxygen bleach, or
    - wipes and sprays that contain quaternary ammonium compounds.

    Note: A list of appropriate disinfectants is published on the TGA website.

4. Health and hygiene

- ☑ Hand washing facilities (clean running water, soap and paper towels or an air dryer) should be made available throughout the business for use by visitors and workers. If handwashing is not practical, an alcohol-based sanitiser must be available.
- ☑ Alcohol based hand sanitisers must have greater than 60% ethanol or 70% isopropanol.

    Note: further information is available on the Safe use of alcohol-based hand sanitisers website.
- ☑ All visitors and workers must be notified, either verbally or through signage, that they should not enter the premises if they:
    - have been diagnosed with COVID-19 in the previous 7 days
    - been in close contact with an active COVID-19 case in the previous 7 days
    - been to a major outbreak venue or super-spreader event reported in Queensland
    - had a fever, cough, sore throat, headache, distorted sense of taste, shortness of breath, chills, vomiting or any cold/flu like symptoms in the last 72 hours.

5. Staff safety and training

- ☑ Direct workers to stay at home if they are sick, and to go home immediately if they become unwell at work.
- ☑ If workers have any COVID-19 symptoms, no matter how mild, encourage them to get tested.
- ☑ Ensure all staff understand COVID-19 requirements and have been trained on how to check a persons vaccination status.

6. Workplace health and safety

☑ Follow a work health and safety risk management framework to outline how the risk of COVID-19 is being managed:

- o Identify workplace hazards relating to COVID-19 (such as potential for transmission on the worksite or hazards resulting from a worker or customer who tests positive for COVID-19 infection)

- o Determine who might be harmed, and how (including workers and any other individuals in the workplace)

- o Conduct a risk assessment on the identified hazards (assessing the likelihood and consequence of COVID-19 transmission at the workplace)

- o Decide on control measures (including ways to prevent the spread of infection)

- o Put controls in place

- o Monitor and review controls regularly.

Examples of risks to consider include:

- ✓ *Psychosocial risk factors including, but not limited to customer/patron aggression*

- ✓ *Risk of transmission associated with deliveries, contractors and visitors attending the premises*

- ✓ *Risk of exposure to hazardous chemicals used in workplace cleaning and disinfection processes.*

* Ensure that a signed copy of this Checklist is displayed in a place visible to guests, patrons and staff.

Name of person(s) responsible for completing and implementing this checklist:	ALLAN WAN GENERAL MANAGER VENUES
Name of business/entity and location/address for this checklist	BRISBANE RACING CLUB EAGLE FARM RACECOURSE 230 LANCASTER ROAD, ASCOT 4007
Signature & date:	*[signature]* 19/3/2022

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