

COVIDSafe public event registration form

Submission date: **27 February 2021, 4:08PM**

Receipt number: **3950**

Related form version: **25**

I have reviewed the self-assessment tool. My event is categorised as a: **Tier 3 event - low complexity events with 1000 or less attendees per day**

Event name **Inaugural Scent Work Trial**

Event description **Dog Scent Work Trial**

Number of attendees **70**

Attendee numbers at public events apply to each day of the event. They include children older than 12 months, but do not include the staff required to run the event.

Event start date **08/03/2021**

If your event is being held for multiple dates please specify these in *Event Description*

Event start time (eg 10.30am) **9am**

Key decision date (and reason)

List the key dates where the details of how/if the event will proceed need to be confirmed by the organisation (i.e. dates for ticket sales, infrastructure builds or contract requirements). Please also outline the reason a decision is required by this date.

Event end date **08/03/2021**

Event end time (eg 5pm) **5pm**

Venue name **Frankston Dog Obedience Dog Club**

Street address **Centenary Park, McClelland Drive**

Suburb **Frankston**

Postcode **3200**

Name of event contact	Tammy Beattie
Phone number of event contact	0417540700
Email of event contact	tammy@beattie.com.au

Tell us more about your event

Is the event mostly held indoors? **No**

Does the event promote attendees to stand and roam around the venue? **Yes**

Is alcohol served at the event? **No**

Is there extensive singing, chanting, cheering or exhaling during the event? **Yes**

Is there close physical interaction between attendees and/or participants where they may not be able to maintain 1.5 metres distance for short periods of time? **No**

Is the event held over multiple successive days with different attendees each day? **No**

Will the event include participants or attendees from interstate? **Yes**

COVIDSafe Event Checklist: Oversight and Administration

Before the event

Check the Victorian Government's coronavirus website (<https://www.coronavirus.vic.gov.au>) on legislative requirements and specific restrictions that may apply. **Implemented**

Identify key staff or volunteers who are responsible for implementing and reviewing the strategies in this COVIDSafe Event Checklist. This must include identifying staff whose role are to ensure that public health measures, such as physical distancing and general COVIDSafe behaviours are adhered to. **Implemented**

Develop processes and materials to ensure that staff and volunteers attending the event are provided education and guidance on physical distancing, good personal hygiene and staying home from work if feeling unwell. **Implemented**

When scheduling an event, consider potential for other events in the same local area which may use similar transport options, shared pathways and facilities. **Implemented**

Event organisers must commit to supporting any public health investigations, and support any required actions requested by public health officials. **Implemented**

Contingency planning must be documented in the scenario that an event needs to be cancelled, including communicating the cancellation to patrons. **Implemented**

Tickets should be refundable if a ticket holder is unwell. **Implemented**

Develop a process to manage an attendee who develops symptoms **Implemented**

this includes:

- Making arrangements to send the person home in suitable and safe private transport so the risk of potential coronavirus (COVID-19) transmission is reduced.
- If the person cannot travel home identify an area where the person can remain in isolation until they are able to travel home

Record keeping requirements (including ticketing)

The event's record keeping system must:

Implemented

- Record the name, phone number and area for each attendee in a way that complies with privacy obligations
- Ensure attendee contact details available to the event organiser and the Department of Health and Human Services (DHHS) to facilitate contact tracing if required
- Where applicable and practicable, link ticket information to a seating/location map, categorised by row or section.

Attendee contact details must be retained for 28 days after the event, after which, information should be destroyed, unless there is another statutory requirement for retention.

Implemented

COVIDSafe Event Checklist: Spectator management

General

Prior to the event, event organisers must communicate the following public health messages to attendees:

Implemented

- Each attendee is asked to do a [symptom self-assessment](#) prior to leaving home and not attend if they are unwell or have been instructed to isolate or quarantine.
- Attendees must maintain at least 1.5m physical distance between those from other groups at all times.
- To minimise movement, attendees must stay within their allocated spaces or seats where practical.
- Requirements for face covering, observe cough etiquette and personal hygiene measures.

A reminder of public health measures must be included in the ticketing sales process, visible on the ticket or as an email reminder.

Implemented

During the event, regularly to reinforce public health messages – use broadcast messages, signage, and staff/volunteers to communicate this information with attendees.

Implemented

Where possible establish multiple zones within your event area to limit interaction between groups of attendees. You may consider assigning dedicated facilities for example allocated bathrooms to a specific zone.

Not applicable

Fixed seated areas (for example grandstands)

Ensure seating is clearly labelled to enable seating allocation. Groups who booked tickets together can sit together but they must be spaced at least 1.5m from other groups.

Not applicable

Where seating is not numbered, clearly mark rows and seats that are to be left vacant.

Not applicable

Non-fixed seated areas (for example grassed areas)

There must be visual cues to facilitate physical distancing, this includes:

Implemented

- Ground marking or barriers allocating space to groups (i.e. their allocated 'picnic' area) – with at least 1.5m between areas allocated to separate groups.
- Signage requirements as set out in the Restricted Activity Directions.
- Dedicated wide walkways at least 2m wide.
- Ground/wall marking of 1.5m spacing where queuing may occur.

Bathrooms, retail and food and drink vendor areas

Use visual cues to facilitate physical distancing: **Implemented**

- Ground/wall marking of 1.5m spacing where queuing may occur (e.g. outside bathrooms, in service lines)
- Signage requirements as set out in the Restricted Activity Directions
- Indicate direction of travel on walkways with a preference for one-way flow, where practical.

Access to and from the venue

Implement strategies to avoid crowding on public transport and at stops/stations. Where feasible, ensure there are adequate parking options for car-based travel. **Implemented**

Where an event could attract attendees, who do not have a ticket, the organiser must use a gated venue with designated points of entry and exit. **Implemented**

Establish multiple entry and exit points to avoid queuing and ensure smooth attendee flow into the venue. Where multiple entry and exit points cannot be established, encourage staggered entry/ exit to avoid queuing; this could be done as part of pre-event communication. **Implemented**

Implement strategies to limit the potential for gathering near the venue or at entrances/exits. Encourage attendees to disperse from the event at its conclusion. **Implemented**

COVIDSafe Event Checklist: Environmental and personal hygiene

Environmental measures including cleaning

Undertake pre-event cleaning of communal facilities and high touch surfaces. Develop and implement a cleaning schedule to ensure frequent cleaning and disinfection of high touch surfaces and bathroom facilities. **Implemented**

At minimum, high touch surfaces must be cleaned at least twice per day and between groups in accordance with cleaning and disinfection guidelines. Additional cleaning of visibly soiled surfaces must occur as required.

[Cleaning guidelines](#)

[Disinfection guidelines](#)

Implemented

Personal hygiene

Establish hygiene stations (with hand sanitiser) at entrances and throughout the venue to encourage hand hygiene of staff and attendees.

Implemented

In prominent locations, display posters demonstrating personal hygiene and hand washing practices.

Implemented

Communal facilities to be regularly cleaned

Ensure toilets are in working condition with running water for hand basins, soap and disposable hand towels/dryers.

Implemented

Ensure enough toilets are available to avoid queuing. If queuing is likely, organiser must ensure there is physical distancing.

Implemented

Designated smoking areas must enable physical distancing of 1.5 meters.

Implemented

- Ground marking or barriers allocating space to groups (i.e. their allocated 'picnic' area) – with at least 1.5m between areas allocated to separate groups.
- Signage requirements as set out in the Restricted Activity Directions.
- Dedicated wide walkways at least 2m wide.
- Ground/wall marking of 1.5m spacing where queuing may occur.

COVIDSafe Event Checklist: Staff, vendors and contractors

Responsibilities

It is the responsibility of the event organiser to ensure that staff, including volunteers, vendors and contractors, understand and comply with COVIDSafe work practices, including training in COVIDSafe behaviours. **Implemented**

Workers and volunteers should complete the Staff Coronavirus (COVID-19) Health Questionnaire and not attend work when unwell. **Implemented**

[Staff Coronavirus \(COVID-19\) Health Questionnaire](#)

Workers must have access to the appropriate personal protective equipment (PPE) throughout the event. **Implemented**

Share COVIDSafe Event Checklist with on-site vendors and contractors. Vendors and contractors should provide their COVIDSafe Plans to the event organiser. **Not applicable**

Food and beverage requirements

Any food and beverage service must align with the Victorian Government's coronavirus (COVID-19) hospitality sector guidance and the Restricted Activity Directions. **Implemented**

[Hospitality sector guidance](#)

Queues at food and beverage vendors should facilitate physical distancing and not cross over with other queues. **Implemented**

Reduce touch points during food and beverage service, **Implemented** such as using contactless payment methods and ensure service is occurring in well ventilated areas.

- Ground marking or barriers allocating space to groups (i.e. their allocated 'picnic' area) – with at least 1.5m between areas allocated to separate groups.
- Signage requirements as set out in the Restricted Activity Directions.
- Dedicated wide walkways at least 2m wide.
- Ground/wall marking of 1.5m spacing where queuing may occur.

Close communal self-serve and condiment stations. **Implemented**

Where possible, food and beverages should be sold in packaging to avoid double handling. **Implemented**

Take-away food and drinks must be consumed in allocated seats or 'picnic areas'. Food court-style seating is permitted if consistent with the Restricted Activity Directions guidelines. **Implemented**

Privacy statements

The **Department of Premier and Cabinet** collects the information that you provide with this form. You can request access to, and corrections of, any personal information provided in this form. Requests for access or correction should be sent to contact@dpc.vic.gov.au.

We use the services of Drupal 8 to administer this form. The information that you provide is stored in our Drupal 8 content management system and Amazon Web Services servers.

For more information on the Department's handling of any personal information, please refer to the Department's [Privacy Statement](#).

In order to assess this application, the **Department of Jobs, Precincts and Regions** is required to collect personal information from you as part of the submission process.

Any personal information collected will only be used by the Department to support the Event applications process.

In providing this submission, it may be necessary to share and store personal information with other state Government departments, including the Department of Premier and Cabinet (DPC) and the Department of Health and Human Services (DHHS).

Any personal information collected, held, managed, used, disclosed or transferred will be held in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable laws.

The Department of Jobs, Precincts and Regions, is committed to protecting the privacy of personal information. The Department's Privacy Policy can be found online at <https://djpr.vic.gov.au>

You can gain access to personal information (as defined in the Privacy and Data Protection Act 2014) which the Department holds about you in certain circumstances specified by legislation.

Enquiries about access to information should be directed to the Department's Privacy Unit by emailing privacy@ecodev.vic.gov.au.

I have read and understand how information provided in this form is stored.

Restricted Activity Directions and Public Events Framework

I understand my legal obligations as set out in the Roadmap for Reopening and Public Events Framework.

Event information declaration

The information I have given is correct to the best of my knowledge.

Your signature



[Link to signature](#)

Please attach your COVIDSafe Event Plan (Tier 1 and Tier 2 events).

Example - Solution for Conformation Show

- Judges in this solution include trainee and aspirant judges
- Any part of a judges examination of a dog, made within 1.5 metres of the handler shall be a "close examination" and must take no more than 35 seconds
- During a close assessment the judge and handler must wear masks
- Masks may be removed when the judge, handler and other handlers can physically distance by 1.5 metres (stacking a class, moving/running a dog or the class)
- The judge must hand sanitize between the physical examination of dogs
- Handlers shall mouth/show teeth/dentition to the judge (judges shall not mouth dogs)
- Handlers shall not physical touch each other or the judge
- Common equipment, including judges table, must be sanitised between handlers if touched by a handler or judge
- Any personal equipment, like brushes and leads, shared by handlers must be sanitized between users
- Hand free waist bins shall be provided at the judges table
- All numbers, catalogues, prizes, challenges, prize cards are available at rings.
- Exhibitors shall bring their own food, refreshments, and bring water for their dogs

Email the completed PDF to covidsafe@dogsvictoria.org.au

This information will then be available on the Dogs Victoria website for clubs, disciplines & activities under COVID Update Hub.

Not required to be submitted to government.

INTERNAL USE AT DOGS VICTORIA

VISIT

<https://dogsvictoria.org.au/members/news-and-updates/covid-update.html>

For all tools, resources & templates

Dogs Victoria COVIDSafe Event Plan (Template)

Section 1 - Action required by event organiser

- Read all sections of this Template
- Complete the COVIDSafe Event Plan Template "Section 2 - Event Details"
- Do not change any other Section in this Plan Template
- Email the COVIDSafe Plan to covidsafe@dogsvictoria.org.au for approval at least 5 business days prior to the event
- Publish the Dogs Victoria approved COVIDSafe Event Plan on a Website or Facebook page
- Download and complete Victorian Government COVIDSafe Events Checklist and copy to Dogs Victoria at covidsafe@dogsvictoria.org
- Register the event online, attaching the completed COVIDSafe Events Checklist

Section 2 - Event Details

Discipline/Event type: _____

The Dogs Victoria Affiliate Club: _____

Time and Date: ____/____/____ Start:____ Finish: _____

Venue Name: _____

Event address: _____

Suburb: _____ Postcode: _____

Maximum number of people attending: _____

Name of event organiser/contact: _____

Email of Event organiser/contact: _____

We agree to comply with Dogs Victoria's COVIDSafe Plan in conducting this event

Section 3 – Government Advice and Event Registration

Dogs Victoria Events have been classified by Victorian Government as "Public Events Tier 3."

- <https://www.coronavirus.vic.gov.au/public-events>
- <https://www.coronavirus.vic.gov.au/COVIDSafe-events-checklist>
- <https://www.coronavirus.vic.gov.au/register-your-public-event>

Section 4 – Conducting the Event

Conditions of Event Entry

Affiliates must include a condition of entry in all events to comply with this COVIDSafe Plan and any Victorian Government, Dogs Victoria and Covid Marshal on Covid Safety.

Covid Marshals

Each event must have a COVID Marshal who:

- has completed online COVID Safe Training
- will ensure this COVID Safe Event Plan is followed
- advises attendees on Covid safety
- will report breaches that cannot immediately be resolved and any suspected infections

Additional Controls

Each event must have public address at commencement, to all present, detailing the restrictions on site, procedures to follow and instructions to leave if they feel unwell or have Covid symptoms.

Onsite catering and vendors will not be permitted. Just dropping in to see how an event is going, will not be permitted.

Where any equipment is handled by persons as part of a test, trial or exercise it must be sanitised before another person touches it in such manner that it could not transmit COVID-19.

Section 5 - Victorian Government COVIDSafe Template

(Dogs Victoria responses are marked in red)

1. Ensure physical distancing

REQUIREMENTS: YOU MUST ENSURE WORKERS AND VISITORS ARE 1.5M APART AS MUCH AS POSSIBLE. THIS CAN BE DONE BY –

Displaying signs to show patron limits at the entrance of enclosed areas where limits apply

Informing workers to work from home wherever possible

- *Displaying signs to show patron limits at the entrance of enclosed areas where limits apply.*
- *For the purposes of the physical examination of a dog or instances when social distancing temporarily cannot be maintained of 1.5m, then all parties must wear a mask for the duration of incursion of 1.5m - Indoors or outdoors.*
- *All gazebos/ pop up tents must be 1.5m apart. Family bubbles that reside at the same household together may join gazebos/ pop up tents.*
- *No shaking of hands or physical contact between all attendees at an event.*

The organiser of your event:

The organiser will cause temporary signs to be placed in indoor areas "Stand 1.5 metres apart at all times." If event is held at a non Dogs Victoria grounds.

YOU MAY ALSO CONSIDER:

- Minimising the build-up of people waiting to enter and exit the workplace
- Using floor markings to provide minimum physical distancing guides
- Reviewing delivery protocols to limit contact between delivery drivers and workers

The organiser of your event:

Deliveries to this event will not occur. Should any other business share the property, the event will be physically distanced from that business and have no interaction with their people or deliveries. As shows occur mostly on weekends, deliveries to any business on the property are unlikely.

ACTION:

REQUIREMENTS: YOU MUST APPLY DENSITY QUOTIENT TO CONFIGURE SHARED EVENT AREAS AND PUBLICLY ACCESSIBLE SPACES TO ENSURE THAT –

- There is no more than one person per four square meters of enclosed event space
- There is no more than one member of the public per four square meters of publicly available space indoors

The organiser of your event:

The organiser will ensure each meeting room and indoor space is measured and its area calculated in square metres and the number of permitted persons calculated based on one person per four square metres. They will have temporary signage placed at the entrance to each area indicating the maximum number persons permitted.

ACTION:

REQUIREMENTS: YOU SHOULD PROVIDE TRAINING TO WORKERS ON PHYSICAL DISTANCING EXPECTATIONS WHILE WORKING AND SOCIALISING. THIS SHOULD INCLUDE –

- Informing workers to follow current public health directions when carpooling. This can be found at (hyperlink) vic.gov.au
- Informing workers to work from home wherever possible

The organiser of your event:

There are no staff at this event. Any officials or judges that share a car to attend the event will be notified of requirements for being Covid Safe, including wearing masks in the car.

ACTION:

~~IF YOUR INDUSTRY IS RESTRICTED OR HEAVILY RESTRICTED, YOU MUST ALSO:~~

- ~~Reduce workers levels in accordance with industry directions.~~

Limit number of patrons in accordance with industry directions.

Have no carpooling.

2. Wear a face covering

REQUIREMENTS: YOU MUST ENSURE ALL WORKERS AND VISITORS ENTERING THE WORKSITE WEAR A FACE COVERING AS PER PUBLIC HEALTH ADVICE. THIS INCLUDES –

Providing adequate face coverings and Personal Protective Equipment (PPE) to workers that do not have their own

For the purposes of the physical examination of a dog or instances when social distancing temporarily cannot be maintained of 1.5m, then all parties must wear a mask for the duration of incursion of 1.5m - Indoors or outdoors.

The organiser of your event:

Affiliate clubs conducting events will provide face masks and PPE to officials and others if required. However, shows and events should be outside where possible.

REQUIREMENTS:

You should install screens or barriers in the workspace for additional protection where relevant.

The organiser of your event:

There will be no public facing counters or member facing counter at this event. A screen or barrier is not relevant in this site. Stewards will wear face masks should they need to hand out masks or place cards.

REQUIREMENTS:

You should provide training, instruction and guidance on how to correctly fit, use and dispose of PPE.

You should inform workers that cloth masks should be washed each day after use. However, if during the day the mask is visibly dirty or wet, the mask needs to be washed immediately.

The organiser of your event:

The affiliate club running an event will inform themselves of the proper use of masks including wearing, changing and washing to meet this requirement and present this during briefings to officials and exhibitors.

ACTION:

~~THERE ARE NO ADDITIONAL REQUIREMENTS FOR RESTRICTED OR HEAVILY RESTRICTED INDUSTRIES.~~

3. Practise good hygiene

REQUIREMENTS: YOU MUST FREQUENTLY AND REGULARLY CLEAN AND DISINFECT SHARED SPACES, INCLUDING HIGH-TOUCH COMMUNAL ITEMS SUCH AS DOORKNOBS AND TELEPHONES.

YOU SHOULD:

Clean surfaces with appropriate cleaning products, including detergent and disinfectant

Replace high-touch communal items with hygienic alternatives, for example single-use or contactless options, where possible to do so

Clean between shifts

ACTION:

Clean surfaces with appropriate cleaning products, including detergent and disinfectant

All common use equipment such as examination tables, leads, brushes should be sanitized between users.

All judges shall be required to sanitize between exhibits / competitors.

The use of wipes of 70% or greater of isopropyl alcohol-based is approved

Replace high-touch communal items with hygienic alternatives, for example single-use or contactless options, where possible to do so

Dogs Victoria shall engage COVID-19 accredited cleaning staff at events at Dogs Victoria grounds. A cleaning log will be utilized.

ACTION:**The organiser of your event:**

At non-Dogs Victoria grounds the Affiliate Clubs will provide cleaning and record logs (see <https://dogsvictoria.org.au/members/news-and-updates/covid-update.html> for documents) and instructions to officials or volunteers on what is to be cleaned, and how often prior to the show commencing. Affiliate Clubs will cause regular cleaning to occur to facilities, especially taps and door handles and must provide materials to do so.

You should display a cleaning log in shared spaces.

ACTION:

You should make soap and hand sanitiser available for all workers and customers throughout the worksite and encourage regular handwashing.

ACTION:**The organiser of your event:**

The Club will provide soap and hand sanitiser to officials, judges, volunteers and stewards and provide hand dispensed soap and sanitiser to toilets for use by officials and exhibitors.

~~IF YOUR INDUSTRY IS RESTRICTED OR HEAVILY RESTRICTED, YOU SHOULD ALSO:~~

~~Conduct an audit of cleaning schedules~~

4. Keep records and act quickly if Officials, Exhibitors, Competitors and Visitors become unwell

REQUIREMENTS: YOU MUST SUPPORT WORKERS TO GET TESTED AND STAY HOME EVEN IF THEY ONLY HAVE MILD SYMPTOMS.

ACTION:

REQUIREMENTS: SUPPORT WORKERS TO GET TESTED AND STAY HOME EVEN IF THEY ONLY HAVE MILD SYMPTOMS.

The organiser of your event:

Members and officials will be reminded by briefings and signage that they must get tested and stay home if they have even mild symptoms.

REQUIREMENTS: YOU MUST DEVELOP A BUSINESS CONTINGENCY PLAN TO MANAGE ANY OUTBREAKS. THIS INCLUDES –

BUSINESS CONTINGENCY PLAN TO MANAGE AN OUTBREAK

Having a plan to respond to an attendee being notified they are a positive case while at work, noting workers who show symptoms or have been in close contact should NOT attend an event until they receive their test results

PROCESS OF POSITIVE CASE ESCALATION

Action:

STEP 1. Notify Dogs Victoria HOTLINE on 0455 020 468 or COVIDSafe@dogsvictoria.org.au immediately of suspected or confirmed case

STEP 2. Notify DHSS 1300 651 160 immediately of suspected or confirmed case

STEP 3. Notify WorkSafe Victoria on 13 23 60 immediately of suspected or confirmed case

The organiser of your event:

Organiser will ask the positive person to separate from all other persons and inform them we have mandatory procedures to ensure the safety of others. Ask the positive person to go home. Notify WorkSafe Victoria on 13 23 60. Make telephone contact with person to determine any known close contact. Inform those present of a positive case. Thoroughly clean facilities in use.

Having a plan to identify and notify close contacts in the event of a positive case attending the event during their infectious period

The organiser of your event:

The organiser will notify WorkSafe Victoria on 13 23 60. Collate name and contact details from the visitors records of all persons attending at the time. Notify each person by email of similar and let them know of the close contact, advising them to get tested and remain home until they receive a negative result.

Having a plan in place to clean the event site (or part) in the event of a positive case

The organiser of your event:

Determine the access the positive person has had including all facilities and equipment. Clean and sanitise all items and surfaces that might reasonable have come in contact with person.

Having a plan to contact DHHS and notify the actions taken, provide a copy of the risk assessment conducted and contact details of any close contacts

The organiser of your event:

Conduct a risk assessment using the following steps

- **Identify hazards**—find out what could cause harm.
- **Assess risks, if necessary**—understand the nature of the harm that could be caused by the hazard, how serious the harm could be and the likelihood of it happening. This step may not be necessary if you are dealing with a known risk with known controls.
- **Control risks** – implement the most effective *control measure* that is reasonably practicable in the circumstances and ensure it remains effective over time.
- **Review hazards and control measures** to ensure they are working as planned.

Notify DHSS 1300 651 160 of the positive contact and provide the risk assessment and the close contacts noted above.

Having a plan to immediately notify WorkSafe Victoria on 13 23 60 if you have identified a person with coronavirus (COVID-19) at an event

The organiser of your event:

The organiser will contact WorkSafe Victoria on 13 23 60 immediately after ensuring the safety of others.

Having a plan in the event that you have been instructed to close by DHHS

The organiser of your event:

The site will be closed for all events and any scheduled event will find other venues if possible or else be cancelled. Complete thorough cleaning arranged when permitted by DHHS.

Having a plan to re-open your event site once agreed by DHHS and notify workers they can return to work. Notify all Dogs Victoria members of the event site reopening.

The organiser of your event:

Receive DHHS permission to reopen. Complete thorough cleaning. Notify facility manager and affiliate clubs. Notify DHHS that reoccupation has occurred.

ACTION:

REQUIREMENTS: YOU MUST KEEP RECORDS OF ALL PEOPLE WHO ENTER THE WORKPLACE FOR CONTACT TRACING.

The organiser of your event:

Affiliate clubs will maintain a register by QR Code or other means of all persons on site during events. The register will not include another business on site that is not part of the event. Register will have names phone number and email if available, along with time and date.

ACTION:

REQUIREMENTS: YOU SHOULD IMPLEMENT A SCREENING SYSTEM THAT INVOLVES TEMPERATURE CHECKING UPON ENTRY INTO A WORKPLACE.

The organiser of your event:

Shows and events should occur outside and will not require temperature testing of attendees. Should any event be planned for indoors the organiser will acquire a non-contact forehead thermometer and implement forehead temperature checking of persons on arrival. Those found outside normal range will be not admitted and be advised they should get Covid tested.

ACTION:

IF YOUR INDUSTRY IS RESTRICTED OR HEAVILY RESTRICTED, YOU MUST ALSO:

Restricted Industries

~~Ask workers to declare verbally before each shift that they are free of symptoms, have not been in contact with a confirmed case and have not been directed to isolate~~

Heavily Restricted Industries

~~Ask staff to declare in writing or electronically before each shift that they are free of symptoms, have not been in contact with a confirmed case and have not been directed to isolate.~~

5. Avoid interactions in enclosed spaces

REQUIREMENTS: YOU SHOULD REDUCE THE AMOUNT OF TIME WORKERS ARE SPENDING IN ENCLOSED SPACES. THIS COULD INCLUDE –

Enabling working in outdoor environments

Moving as much activity outside as possible, including serving customers, meetings, tearooms, lunchbreaks and locker rooms

Enhancing airflow by opening windows and doors

Optimising fresh air flow in air conditioning systems

ACTION:**The organiser of your event:**

Indoor meetings will not occur without Dogs Victoria permission and physical distancing, wearing masks and sanitising the area after use.

Ventilation will be enhanced where possible with by checking the settings of air-conditioning and ventilation and by opening doors and windows.

THERE ARE NO ADDITIONAL REQUIREMENTS FOR RESTRICTED OR HEAVILY RESTRICTED INDUSTRIES

6. Create Zone bubbles

REQUIREMENTS: YOU SHOULD KEEP GROUPS OF WORKERS ROSTERED ON THE SAME SHIFTS AT A SINGLE WORKSITE AND ENSURE THERE IS NO OVERLAP OF WORKERS DURING SHIFT CHANGES.

ACTION:

REQUIREMENTS: YOU SHOULD MAINTAIN RECORDS OF ALL WORKERS WHO HAVE DISCLOSED THAT THEY RESIDE WITH ANOTHER WORKER AND ENSURE THAT THERE IS NO CROSS-OVER BETWEEN SHIFTS.

ACTION:**The organiser of your event:**

Organisers will consider staggering the start times and break times of different groups in conformation shows to avoid congestion in entrances and carparks. Members not attend multiple events at different sites. **However, they may exhibit in different groups at the one site provided marks are worn while approaching the competition ring and inside the ring except while actually running a dog. General Specials may occur conformation shows.**

~~IF YOUR INDUSTRY IS RESTRICTED OR HEAVILY RESTRICTED, YOU MUST ALSO:~~

~~Limit or cease the number of workers working across multiple work sites.~~

~~Maintain records of all workers who have disclosed that they are working for different employers across more than one work premises.~~

Email the COVIDSafe Plan to COVIDSafe@dogsvictoria.org.au

Allow 5 business days for Dogs Victoria to review. An approval email from the COVID Recovery Working Party will be sent upon review of the plan.

VISIT

<https://dogsvictoria.org.au/members/news-and-updates/covid-update.html>

For all tools, resources & templates