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Protocol to Manage Risk of COVID-19 for Continuation of Meat Processing – Alert Levels 3 and 4
Version 24/08/21

Background
The protocol has been written by MIA to provide guidance and a measure of certainty and consistency for meat processors and associated services.

There is an industry-wide shared understanding and commitment to ensuring worker safety at all times. For this reason, the MIA Alert level 4 Protocol provides the minimum standard to operate as an essential service under Alert Level 4. The Protocol is based on the available science and risk assessment and is in-line with government guidance.

The Covid-19 response is highly challenging and policies and procedures are developed in a highly uncertain environment. MIA members are asked to feedback to MIA how this protocol is working in practice, so the protocol can be reviewed and updated as necessary.

Verification
MPI Verification Services will verify compliance with this protocol. If there is an issue, MPI VS will discuss with the plant manager. If that cannot be immediately resolved, MPI will refer to WorkSafe (the regulatory agency for workplace health and safety) for resolution of the issue.

Ministry of Health requirements
The minimum legal requirements for all businesses are set out in COVID-19 Public Health Response (Alert Level Requirements) Order (No 9) 2021
https://www.legislation.govt.nz/regulation/public/2021/0210/latest/LMS536652.html?search=ts_regulation%40deemedreg_Health_resel_25_a&p=1

These are minimum legal requirements, and do not take into account the greater level of risk for meat processors, or the importance of ensuring high standards are being met for market access.

Covid-19 Safety Plan
All sites must have in place a Covid-19 safety plan.

The Covid-19 safety plan must state the business, who is responsible for the plan, the relevant worker representatives and how workers have been engaged on the plan, and controls to prevent transmission of Covid-19.

Duties of operators
Operators must so far as is reasonably practicable consult, cooperate and coordinate activities with all other businesses they share overlapping duties with, including MPI Verification Services and AsureQuality.

Engagement with workers
Operators must engage with their workers and enable them to participate in managing the risks of Covid-19.

Development of the Covid-19 safety plan must be done in consultation with Health and Safety Representatives, and copies of the plan made available to workers.

Who the protocol applies to
- Truck drivers (livestock trucks and trucks carrying saleable product) coming onto plant
- Processing staff (including livestock yards, slaughter floor, boning room, coldstores, rendering, hides and skins, and load-out)
- Laboratory staff
- Essential maintenance staff (engineers, services, cleaners, etc)
- Verification and meat inspection staff
- 3rd party support (laundry, packaging suppliers, refrigeration contractors, chemical suppliers, KiwiRail etc.)

Office staff and other personnel should work at home as much as possible.

Processors must ensure returning workers in all cases are not subject to victimisation under any circumstance.

Recording of workers and establishment of teams
Operators must have systems and process in place to ensure that each person who enters the workplace—
- scans the QR code for the workplace; or
- has attendance recorded to allow contact tracing if and when required.

QR Code at entrance to site	Ensure that a copy of the QR code for the business or service is displayed in a prominent place at or near the main entrances to the workplace (with multiple copies displayed to prevent crowding).
Record-keeping to enable contact tracing	All people entering the site must use the QR Code tracer app, automatic sign-in system, or attendance/payroll system (which must include name and contact details).
Form teams or bubbles	Workplace teams or bubbles are formed to better maintain business functionality in the case of a team member found to be infected or a team member who has had close contact with an infected person.
Teams must be segregated from each other	Different work teams or bubbles must be kept segregated and must not be mixed or mingle (for example, different processing rooms and different shifts are kept separated).
Monitoring	Observance of bubble rules through physical distancing and other mechanisms should be monitored by supervisory staff
Workers moving between teams or bubbles	In general, workers must be kept segregated in teams or bubbles, but some particular roles (managers, VS inspectors) have to move between rooms. Workers that have to move between different teams or bubbles must keep an up-to-date diary of their movements between rooms, including times and locations.

Control access to the site and temperature testing

Sites must be secured and access to plant is recorded.	Implement access control at all entrance points to control and record people and vehicle movement.
Secure coldstores, storage rooms and warehouses	Ensure coldstores, storage rooms and warehouses are secured and regularly checked.
People coming onto sites (i.e. livestock drivers, contractors,	Limit access to essential workers only.

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engineering and technical services and transport operators)	Contractors, drivers, etc will also be issued with contractor access policy and told requirements for Covid-19 safety at site they are expected to follow. They must declare if they have had any Covid-19 symptoms (fever, cough, shortness of breath or sore throat), or whether they have been in close contact with a person who is confirmed infected, before entering site. Livestock transport companies must have procedures for managing the Covid-19 risk when loading livestock at farms.
Processing staff (including livestock yards, slaughter floor, boning room, coldstores, rendering, hides and skins, laboratory, engineering and container load-out),	Daily access to plant is controlled and to be recorded. Workers returning to work from absence will not be allowed in their place of work without return to work procedure which includes checking whether the worker has had any Covid-19 symptoms (fever, cough, shortness of breath or sore throat), or whether they have been in close contact with a person who is confirmed infected.
Verification and meat inspection staff (MPI & AssureQuality)	Check whether the person has had any Covid-19 symptoms (fever, cough, shortness of breath or sore throat), or whether they have been in close contact with a person who is confirmed infected prior to first time entry, and if anything changes with their contacts or health status they will also be issued with a Contractor Access Policy.
Screen for health status	Workers must declare if they have had any Covid-19 symptoms (fever, cough, shortness of breath or sore throat), or whether they have been in close contact with a person who is confirmed infected, before entering site If workers have those symptoms or been in contact with an infected person they must stay at home in self isolation in accordance with the Ministry of Health requirements.
Temperature testing where required	Every person entering the site for that day or shift must have their temperature taken. If the temperature is more than 38°C the person must not be admitted to the site, and have their name, department or 'bubble', and actions taken recorded (including any re-test or being sent home).

Raised awareness of personal hygiene and physical distancing
Processors must maintain general awareness for all workers on the need to:

Wash hands frequently, with soap or sanitiser and for 20 seconds, and dry	Wash hands regularly, especially at the following times: • After blowing nose, coughing or sneezing • After visiting a public space, including break rooms and change rooms • When entering and leaving work areas • After touching surfaces used by others • After using the toilet • Before and after eating • After handling rubbish • After donning and doffing PPE • When hands are visibly dirty.

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	Increase monitoring of handwashing and personal hygiene in processing departments and record on process controls.
Avoid touching face	Stress importance of avoiding touching face (eyes, nose and/or mouth) unless hands have just been washed
Sneezing or coughing	Cover face with tissue or use crook of elbow. Anyone coughing or sneezing should be assessed and sent home.
Maintain physical distance from others of at least 2 metres in public	As much as possible, ensure 2 metre is the minimum social distance outside workplaces.
Encourage use of the QR Code tracer app	Encourage use of the QR Code tracer app outside of the workplace.
Promote vaccination	Actively promote that workers should be vaccinated as soon as possible to protect themselves, their families, and their co-workers.
Stay home if feeling sick	Workers must declare if they have had any Covid-19 symptoms (fever, cough, shortness of breath or sore throat) before entering site. Stay home if coughing, sneezing, or running a temperature, and contact appropriate manager or Supervisor to notify absence.

The principles for personal hygiene and physical distancing applies at home as much as work. All workers must adhere to this.

Cleaning and Disinfection
All frequent contact areas or high traffic touch points must be regularly cleaned and disinfected.

Cleaning/disinfection of non-processing frequent contact areas	Use antibacterial sanitisers to wipe or spray contact surfaces in frequent contact areas or high traffic touch points. Clean surfaces such as office amenities, ante/washing rooms, lockers and change rooms in between shift change overs. Clean and disinfect rest break and meal break communal areas after each break.
Cleaning/disinfection of processing areas	Practice as per the Company and Site risk management plan (RMP) per existing MPI requirements.

Transport to/from work
Must be:

in a car alone or in car with people from your own household	Wash hands before and after every journey
in approved car pool	Car pool group must be recorded and from same work team in workplace. Middle seat must be empty. Passengers must wear face-masks. Wash hands before and after every journey.

in van / bus	Record of passengers (if company van/bus) or bus number/time (if public transport) should be made.
	Passengers must have 2 metres distance from other passengers and wear face-masks.
	Sanitizer wipe of high touch areas before and after journey to and from work.
	Wash hands before and after every journey.

The above applies to travel to and from work and all other travel.

Face-masks
Face-masks (or surgical masks) must be worn at the site where more than one worker is present or where workers may mingle. Workers may remove masks in smoko/break areas for eating/drinking, donning/doffing, etc, but there must be at least 2 metres separation.

Because Covid-19 Delta variant is aerosolised, visors are not a substitute for face-masks. Face-masks must be surgical masks or with replaceable filters – cloth only masks are not acceptable.

Workers must be trained appropriately in using face-masks:
- How to don and doff correctly which includes washing hands before and after use and ensuring all face masks are fitted correctly.
- Masks must fit snugly, moulded to the face and around the nose. (Snug fitting around nose helps prevent fogging of glasses). Make sure the mask fully covers the nose, mouth and chin.
- Do not touch the inside surface of face-masks.
- Dispose of masks that are wet, dirty or difficult to breathe through.
- If face-masks are to be reused, they must never be shared with another worker and should be washed, dried and stored correctly between use. Disposable masks must be disposed of in a single use waste bag after use.

When using face-masks in combination with visors or glasses, ensure that fogging/condensation does not impair vision and affect worker safety.

Face-masks must be replaced if dirty or wet.

N95 respirators (also termed KN95 masks or P2 respirators) are denser masks that fit snugly over the nose and mouth, and provide a higher level of protection.

Distancing at work
The requirements for physical distancing between workers is listed in the table below:

Movement on site restricted	Workers to remain at their assigned work station, in assigned amenities and rest break areas. Workers must walk directly between their assigned areas and the entrance/exit to work (e.g. car park).
Walkways	Create walkways to ensure workers are separated as much as possible.
Stagger work times to avoid mixing of teams	Stagger work times (rest breaks, lunch, start of shifts) to avoid mixing teams.
	Particular care should be taken at shift change overs to ensure separation.

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	If possible, use separate ingress and egress zones.
Work in processing operations will be by essential personnel	Only workers essential to processing will be permitted in processing operations (i.e. boners, slaughtermen & labourers). Non-essential workers if required to enter a processing area must be recorded and monitored.
Minimise contact between people at site	Minimise contact with essential visitors using facilities such as pay-wave, internet banking and drop shipments.
Maintain 2 metre or more separation	In general, all people at a site must keep at least 2 metres from each other wherever possible. Install barriers or other mechanisms e.g. tape lines on floors, where they assist in ensuring separation. Ensure 2 meters or more separation is maintained in all areas where workers must temporarily remove or replace face-masks (for example, changing rooms, amenities, and smoko rooms).
1-2 metre separation is permissible because of layout	Workers may work within 1-2 metres of each other because of layout of corridors and processing floors. Workers can occasionally pass each other within 1 metre but must minimise time and avoid face-to-face contact as much as possible.
Where less than 1 metre physical distancing is unavoidable	In situations where it is not possible to ensure a 1 metre physical distancing between workers, a documented risk assessment must be made and a register kept which includes. 1. Identify the location or role where workers are within 1 metre of each other. 2. Consult with the workers involved and their Health and Safety Representative, and document their understanding. 3. Consider alternatives to eliminating the situation (such as by reviewing shift patterns, slowing processing speed, restricting product savings or specifications, and managing stockflows). 4. If it is not reasonably practicable to operate without the workers working within 1 metre of each other, then additional controls must be implemented, such as: • Fixed screens between the workers, large enough so that the minimum face-to-face distance between workers is increased to more than 1 metre. The screen must be regularly disinfected. • Plastic visor (in addition to face-masks). Or • N95/P2 respirators (face masks) instead of surgical face-masks. The register covering the above steps must be made available to MPI VS for verification. *Further guidance is set out at in Annex 1 of this document*

Avoid large numbers of people in the same place

Time for commencing and ending work, and lunch and rest breaks should be staggered so as to ensure personal contact is limited.	Do not mix different teams of workers in the same space at the same time and ensure sufficient time between breaks to avoid close contact in corridors and areas people have to move through to get to their assigned areas. Stagger shifts and lunch and rest breaks between different processing areas. Lunch and rest areas to be cleaned and disinfected between breaks.
Limit the number of people permitted in smoko / rest break areas	Set up areas to maintain physical distance (i.e. space tables and chairs further apart where able). Temporary break areas (such as marquees) need to be established to ensure compliance.

Sickness leave protocols

Worker has Covid-19 symptoms must stay home and contact doctor or Healthline	If a worker has Covid-19 symptoms (fever, cough, shortness of breath) they must contact doctor or Healthline 0800 358 5453 immediately. The worker must request that a Covid-19 test be taken. The worker must call Return to Work Officer (RTWO), Supervisor or appropriate manager and confirm they have called doctor or Healthline. Worker calls RTWO, Supervisor or appropriate manager and notifies them that they are going to be absent and the reason why i.e. symptoms that they are experiencing.
Worker reports or is observed with Covid-19 symptoms	If worker has Covid-19 symptoms (fever, cough, shortness of breath), send them home immediately (ideally provide them with tissues or mask to cover face). Supervisor to identify other workers in that team and possible work-related "close contacts" (including address and phone numbers) in case public health need to trace (if need be, by speaking to worker by telephone). Worker must immediately advise RTWO or appropriate manager that they have contacted doctor or Healthline, that a Covid-19 test has been taken and disclose the test result.
Confirmed Covid-19 worker	Any worker with a **confirmed** case of Covid-19 being notified at work will be subject to a strict risk management regime; worker will be immediately quarantined and subsequently managed by the Public Health Unit (PHU) from Ministry of Health. Worker must immediately advise RTWO or appropriate manager if Covid-19 test undertaken and disclose the test result. Worker is required to present a medical certificate from a health professional declaring them medically fit to return to work to the RTWO or appropriate manager before they can return to work.

	Supervisor have ready a list of all workers (including addresses and phone numbers) in the team and all workers who have been "close contacts". Isolate spaces that the infected worker may have spent significant time in and ensure cleaning and disinfection is undertaken before they are able to be used. Send workers in team home and tell them to self-isolate (stay home, avoid contact). The PHU will notify the site of any requirements.
Sick (all illness) reporting sick and call back to return to work	RTWO or appropriate manager phones worker on first day of absence to check whether the worker has had any Covid-19 symptoms (fever, cough, shortness of breath or sore throat), or whether they have been in close contact with a person who is confirmed infected, and determine process of return to work. If a standard absence (e.g., dental, sporting injury etc.) with NO Covid-19 symptoms experienced (fever, cough, shortness of breath or sore throat), worker to call RTWO or appropriate manager when fit and ready to return to work. All workers returning to work from sick leave must declare if they have had any Covid-19 symptoms (fever, cough, shortness of breath or sore throat) prior to starting work. If this health check raises concerns and/or worker is experiencing any Covid-19 symptoms (fever, cough, shortness of breath or sore throat) refer below process worker must remain home and contact doctor or Healthline.

Identify higher-risk workers (those who are over 70, and/or have compromised immunity (i.e. respiratory illness, immune suppressant medications etc)

Workers over 70	Workers over 70 to be given the option to go home and a choice to utilise long service leave, annual leave or unpaid leave.
Workers with a known history of respiratory illness or compromised immunity	Workers to be given the option to go home or if possible placed on work at reduced contact. They should be given the choice to utilise long service leave, annual leave or unpaid leave.
Pregnant Workers	Workers to be given the option to go home or if possible placed on work at reduced contact. They will given the choice to utilise long service leave, annual leave or unpaid leave.

Movement between regions at different Alert levels
Exemptions for essential workers to travel into, out of, or through a region at a higher Alert Level will only be issued in exceptional circumstances. Exemptions are not granted immediately — apply well in advance of needing to travel.

The Ministry of Health and MBIE are developing an online registration system that will generate verifiable travel documentation to facilitate efficient movement through checkpoints. The system will be activated in the event of an Alert Level boundary being put in place.

The application will require the following information:
- Worker's contact details, including specific names, and the relevant skills

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- if the exemption is for a personal or business reason
- the names of the people or business that the exemption would cover and location of work
- the reasons why the exemption is necessary – specifically why the work must be carried out by a person who needs to cross a Covid-19 Alert Level boundary
- what steps are taken to minimise the risk of transmission of Covid-19
- what the consequences are if an exemption is not granted – provide specifics.

When crossing the regional boundary under an exemption carry:
- a digital or printed copy of the email sent to you by the Ministry of Health
- photo identification for you and passengers.

If permitted to cross the regional boundary the worker must comply with all the restrictions in place, including:
- maintaining physical distancing
- keeping records of who you have been in touch with, and
- staying at home whenever possible.

A worker should not cross a boundary if they have cold or flu symptoms, have been directed to self-isolated, or are awaiting testing or test results.

Further information is at:
https://covid19.govt.nz/travel-and-the-border/travel-within-new-zealand/regional-travel/

High Touch Areas
Use sanitisers to wipe or spray clean contact surfaces or high traffic touch points in non-processing areas.
- Surface disinfecting wipes e.g. Mediwipes / Azo-wipes / Sanitiser spray or equivalent
- Sanitiser spray, gel or equivalent e.g. Sanicol
- Any sanitiser with a "Flash off" ingredient that doesn't leave a residue on the applied surface.

This includes:
- Screens between workstations
- Doors / turnstiles
- Canteen tabletops / chairs / microwave / toaster/pie warmers, tea/coffee facilities, and fridge doors
- Hand dryers / towel dispensers / vending machines
- Corridors
- Smoking areas
- Offices used by multiple people - desks, keyboards, door handles, window latches, etc
- Lockers
- Laundry / gear collection / Tuck shop benches and exteriors of food cabinets
- Toilet doors
- Hand basins
- Soap dispensers
- Sprayers
- Cutlery
- Hand rails (stairwells, gates)
- Control panels/consoles, processing tablets, keypads, etc
- Light switches
- Backs of chairs (which may be handled for moving)

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These frequent contact areas or high traffic touch points will be spray/wiped down between breaks and shift changes.

Other considerations
- Additional people resource for sanitising
- Chemical availability and cleaning equipment
- PPE
- Regular restocking of tissue / hand sanitiser dispenser stations

Clothes and PPE
- Clothes and other personal gear is to be kept physically separate from other workers' clothes and personal gear.
- Wash hands before collecting and donning PPE.
- Face-masks need to be changed regularly and when wet/damp
- Visors are not a substitute for masks
- Disposal/cleaning/laundering of PPE, including overalls, boots, etc, handled normally.
- Workers should be trained on correct use of face mask PPE and frequently reminded of protocols for use; including:
    - how to don and doff correctly which includes washing hands before and after use and ensuring all face masks are fitted correctly.
    - Do not touch the inside surface of face-masks
    - Dispose of masks that are wet, dirty or difficult to breathe through
    - If face-masks are to be reused, they must never be shared with another worker and should be stored correctly between use

Further information on PPE can be found at:
https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-information-specific-audiences/covid-19-personal-protective-equipment-workers/personal-protective-equipment-use-non-health-workers

Ventilation Systems
There should be regular checks to ensure ventilation systems are functioning optimally.

HEPA filters can be used to remove airborne particles. SARS-CoV-2 is within the size range of HEPA filter, although capture efficiency is likely affected by the inert particles the virus might be associated with. The removal of air filters should be conducted with considerable caution, as trapped microorganisms may remain infectious, and thus present an occupational hazard.

Return To Work Officer (RTWO)
This is a new and temporary position created in some processors to monitor any worker who calls in to work as being absent due to illness. Companies may use equivalent procedures for managing sick leave/absences.

The RTWO who will contact every employee who is off work sick to determine the symptoms of their illness. The RTWO will complete an over the phone screening to determine whether any of the symptoms are Covid-19 related.

The RTWO also monitors by phone those people until they are symptom free and ready to return to work, they will then be advised of the return to work process which is another screening of symptoms on site before being allowed to return to their working area.

Site Security
There have been warehouse break-ins. Companies should register the address of their sites/warehouses with the NZ Police so they are aware this is an essential service commercial site and can prioritise call-outs accordingly.

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Shipping
NZTE are working with Air NZ, MFAT and others to secure some airfreight support by way of charter flights to key Air NZ destinations. Companies can register their requirements for airfreight at myfreight@nzte.govt.nz

Supplies of various resources
NZTE are building an online place where all the requests for equipment, staff, storage and other resources can be put. People can email marketplace@nzte.govt.nz with their request and NZTE will look to make the necessary introductions.

Supply chain
MFAT have set up a contact point for companies facing issues with the domestic supply chain. You can email MFAT on dom.supplychains@mfat.govt.nz

Food and Beverage Exporters
If there are specific market access/trade issues send them through to MIA and to Covid-19.Trade@mpi.govt.nz

Letter for workers to confirm that they are working in an Alert Level 4 business
If stopped by the Police on their way to or from work, workers may need proof that they are working in an Alert Level 4 buisness. Companies can provide a letter confirming their workers' status as Alert Level 4 workers, and permitted to travel between their home and work.

Worker in an Alert Level 4 Business

Name_____ ,
Date of birth ___,_____,___,

is employed at_____.

This processing plant is an Alert Level 4 business for food and beverage processing, packing and production for both domestic consumption or export.

This worker is required to travel between their home and the processing plant.

Should you need to verify that this person is legitimately required to travel between home and the processing site, please contact any of the people below:

Name	Position	Phone

Annex 1

Guidance on the requirements for physical distancing between workers when processing

The purpose of this note is to provide further guidance on the physical distancing requirements between workers to ensure worker safety when operating at less than 1 meter during an outbreak of the highly transmissible Delta variant which has triggered Covid-19 Alert Level 4.

In accordance with the Health Order and the MIA Alert Level 4 Protocol (and consistent with the Health and Safety at Work Act), plant managers have the option when unavoidable to allow work within the 1 meter rule <u>so long as all reasonably practicable attempts have been made to avoid the situation. Where it is not reasonably practicable to stop working within 1m,</u> additional controls to manage the risk must be put in place, such as additional PPE or screens.

What is "reasonably practicable" will vary between each operation and must take into consideration the increased risk of the highly contagious Delta variant. The first step is to consider eliminating all situations where physical distancing of less than 1 metre is not possible. Practical steps include, but are not limited to: reviewing shift patterns, slowing processing speeds, restricting product savings or specifications, and managing stockflows.

Where elimination is not possible, then additional controls must be put in place (over and above the existing controls) where workers must work within 1m of each other.

Workers must be actively consulted in consideration of what controls should be used when working within 1m. This means that the workers likely to be involved must be talked with about the situation and their views sought and taken into account, and their understanding is documented.

In the event that all practicable steps to avoid working within 1 meter have been explored and found unworkable, plant managers are to create a register of the positions that must operate within 1 meter. This register will:
1. State the stations or tasks that are within 1 meter;
2. Provide evidence of how the workers involved and Health and Safety Representative have been consulted;
3. Provide an explanation of why the task cannot be eliminated and what practical solutions have been explored; and
4. Document the controls that have been put in place to manage the risk for the worker.

The register will be made available to Verification Services who verify compliance with the MIA Alert level 4 Protocol.

Set out below are the requirements for physical distancing between workers as set out in *Health Order COVID-19 Public Health Response (Alert Level Requirements) Order (No 9) 2021 (Health Order)* and the *MIA Covid-19 Protocol – Alert Level 4 v.24/08/21 (MIA Alert level 4 Protocol).*

COVID-19 Public Health Response (Alert Level Requirements) Order (No 9) 2021	MIA Covid-19 Protocol – Alert Level 4 v.24/08/21
Physical distancing requirements **14 Meaning of 1-metre and 2-metre physical distancing rules** (1) In this order, the **1-metre physical distancing rule**—	**Maintain 2 metre or more separation** In general, all people at a site must keep at least 2 metres from each other wherever possible.

(a) requires that a person remain at least 1 metre away from any other person; but (b) applies only if the 1-metre physical distancing rule (rather than the 2-metre physical distancing rule) applies to each person referred to in paragraph (a) (for example, both persons are workers); and (c) does not apply to a person in relation to their fellow residents. (2) In this order, the **2-metre physical distancing rule**— (a) requires that a person remain 2 metres away from any other person; but (b) does not apply to a person in relation to their fellow residents.	Install barriers or other mechanisms e.g. tape lines on floors, where they assist in ensuring separation. Ensure 2 meters or more separation is maintained in all areas where workers must temporarily remove or replace face-masks (for example, changing rooms, amenities, and smoko rooms).
19 Workplaces to have systems and processes in place for physical distancing requirements (1) An alert level 4 business or service must have systems and processes in place to— (a) maintain compliance so far as is reasonably practicable with the 1-metre physical distancing rule (rather than the 2-metre physical distancing rule) for all workers in a workplace of, or while working for, the business or service; and (b) maintain compliance so far as is reasonably practicable with the 2-metre physical distancing rule for any other persons entering a workplace, or using the services, of the business or service; and (c) mitigate so far as is reasonably practicable the risks that arise to the extent that physical distancing is not fully maintained (for example, through regular cleaning of surfaces or the installation of plastic barriers). (2) Subclause (1)(a) and (b) applies except to the extent adjusted by clause 20.	**1-2 metre separation is permissible because of layout** In general, all people at a site must keep at least 2 metres from each other wherever possible. Install barriers or other mechanisms e.g. tape lines on floors, where they assist in ensuring separation. Ensure 2 meters or more separation is maintained in all areas where workers must temporarily remove or replace face-masks (for example, changing rooms, amenities, and smoko rooms).
20 Adjusted alert level 4 requirements for businesses and services The alert level 4 requirements are adjusted for an alert level 4 business or service as follows: (a) unless Schedule 2 indicates that a business or service of that kind may have customers or clients in the workplace, the business or service must have systems and processes in place to ensure so far as is reasonably practicable that— no customers or clients enter the workplace; and there is no close personal contact with or between customers or clients: (b) if Schedule 2 indicates that the 1-metre physical distancing rule applies to a kind of business or service, the business or service must have systems and processes in place to maintain compliance so far as is reasonably practicable with the 1-metre physical distancing rule (rather than the 2-metre physical distancing rule) for all persons entering the workplace of, using the services of, or working for the business or service:	**Where less than 1 metre physical distancing is not reasonably practicable** In situations where it is not possible to ensure a 1 metre physical distancing between workers, a documented risk assessment must be made and a register kept which includes. 1. Identify the location or role where workers are within 1 metre of each other. 2. Consult with the workers involved and the appropriate Health and Safety Representative, and document their understanding. 3. Consider alternatives to eliminating the situation (such as by reviewing shift patterns, slowing processing speed, restricting product savings or specifications, and managing stockflows).

(c) the business or service must comply with all conditions (if any) set out for a business or service of that kind in Schedule 2: (d) for a public transport service provided by means of air transport or a small passenger service vehicle, the business or service must have systems and processes in place to maintain physical distancing so far as is reasonably practicable for all persons entering the workplace of, using the services of, or working for the business or service.	4. If it is not reasonably practicable to operate without the workers working within 1 metre of each other, then additional controls must be implemented, such as: • Fixed screens between the workers, large enough so that the minimum face-to-face distance between workers is increased to more than 1 metre. The screen must be regularly disinfected. • Plastic visor (in addition to face-masks). Or • N95/P2 respirators (face masks) instead of surgical face-masks. The register covering the above steps must be made available to MPI VS for verification.
Schedule 2 as it applies to Primary Industries 16 Primary industries (being food and beverage processing, packaging, and production for both domestic consumption or export, plus the relevant support services) and veterinary and animal health and welfare services Must have systems and processes in place to ensure so far as is reasonably practicable that each person who enters the workplace— scans the QR code for the workplace; or provides details in a contact tracing record that the person in control of the workplace collects	