

GET THE FACTS: VICTORIA STAGE 4 LOCKDOWN NOTICE



VICTORIAN GOVERNMENT BUSINESS ANNOUNCEMENT FOR ON-SITE WORK

On Monday 3 August, the Victorian Premier made announcements pertinent to industry during the Stage 4 Lockdown period.

Businesses and industries were advised whether they were CLOSED or OPEN FOR ON-SITE WORK and of the OPEN FOR ON-SITE WORK, a third category highlighted any RESTRICTED OPERATIONS OR INDUSTRY SPECIFIC OBLIGATIONS.

Businesses within the MANUFACTURING, PULP, PAPER AND CONVERTED PRODUCT MANUFACTURING and PRINTING AND SUPPORT SERVICES sectors are listed as OPEN FOR ON-SITE WORK during the Stage 4 Lockdown.

Businesses within the INFORMATION MEDIA AND TELECOMMUNICATIONS, NEWSPAPER AND MAGAZINE PUBLISHING sectors are also listed as OPEN FOR ON-SITE WORK during the Stage 4 Lockdown.

Businesses allowed to continue operating past 11.59pm, Wednesday 5 August 2020 will need a COVID Safe Plan (if you employ 5 or more employees) implemented by Friday, 7 August 2020.

MANUFACTURING

PULP, PAPER and CONVERTED PRODUCT MANUFACTURING and PRINTING and SUPPORT SERVICES

Currently, within the Victorian Government Stage 4 Restrictions guide, there are three bullet points listed as a standalone hierarchy that appear to suggest additional RESTRICTED OPERATIONS OR INDUSTRY SPECIFIC OBLIGATIONS. These include:

- > 33 per cent reduction compared to peak capacity
- > State-wide - Regions included
- > Single site only – no site hopping

Note: TRMC are seeking clarity from the Premier's Office COVID-19 Team to determine if these apply to our sectors or if they only apply to 'Meat and Meat Product' sector. It is TRMC's position that these particular restrictions do not apply to our industry, given our strong SQM distancing per person and COVID Safe practices across our premises. This position has been expressed to the Premier's Office.

In addition;

- > All businesses must document and implement a COVID Safe Plan (unless you employ fewer than 5 employees) (<https://www.safeworkaustralia.gov.au/covid-19-information-workplaces/industry-information/food-processing-and-manufacturing/risk>).

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- > All businesses must practice COVID-19 Safety Protocols and communicate these protocols regularly to all staff. Refer to the Victorian Government WorkSafe site: (<https://www.worksafe.vic.gov.au/coronavirus-covid-19>).

INFORMATION MEDIA AND TELECOMMUNICATIONS

NEWSPAPER AND MAGAZINE PUBLISHING

There are no restricted operations or industry specific obligations relating to this sector. However, TRMC notes:

- > All businesses must document and implement a COVID Safe Plan (unless you employ fewer than 5 employees) - <https://www.business.vic.gov.au/disputes-disasters-and-succession-planning/covid-safe-business/creating-a-covid-safe-workplace>.
- > All businesses must practice COVID-19 Safety Protocols and communicate these protocols regularly to all staff. Refer to the Victorian Government WorkSafe site for additional reference go to: <https://www.worksafe.vic.gov.au/coronavirus-covid-19>.

ALL SECTORS

For some businesses within the supply chain of an essential service and that which applies to maintaining safety and environmental obligations are also permitted to be Open for On-Site Work and must also have a COVID Safe Plan.

ADDITIONAL ANNOUNCEMENTS

EMPLOYEE PERMITS

As part of keeping our industry open in metropolitan Melbourne, the Victorian government has advised that employees who are required to work on-site will be issued a 'permit' outlining where they work and what they do so as to allow them to travel to and from work. The permit form has not yet been released from Victorian Government however once completed will be issued.

Should that permit system not be formally in place before **11.59pm Wednesday, 5 August 2020** or unavailable we recommend members provide their employees (who will be working onsite) with a letter on company letterhead outlining the nature of the business and that 'the business falls within the permitted group of industries that are open for on-site work under the current restrictions', the name of the employee, what the employees hours of work are, and the relevant contact details for the appropriate officer of the company. Employees will be able to provide (police or other officer) a driver's licence or other photo identification to confirm their identity compared against their employer's letter. Advise employees to carry the letter or permit with them at all times while travelling to and from work.

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QANTAS FREIGHT TERMINAL AT MELBOURNE AIRPORT SUSPENDS OPERATIONS

Qantas freight terminals in Victoria have "paused" operations on the advice of the Victorian Department of Health and Human Services. QANTAS have advised they will resume operations as soon as possible, however Melbourne freight terminals will remain closed until at least midnight 5 August 2020. This will certainly affect national freight movements over the coming days, and we will advise members of any updates as they come to hand (<https://freight.qantas.com/news/latest-coronavirus-information.html>).

FEDERAL SUPPORT FOR VICTORIAN BUSINESSES

In response to the new Victorian workplace restrictions Federal Treasurer Josh Frydenberg has hinted that certain 'tweaks' may be made to the JobKeeper scheme to assist Victorian businesses. The federal government would consider the current and ongoing eligibility requirements for Victorian businesses from the first scheduled step down in the scheme at the end of September.

FEDERAL SUPPORT FOR VICTORIAN EMPLOYEES

The Prime Minister announced yesterday that a Pandemic Leave Disaster Payment will be available to Victorian employees who have tested positive or been in close contact with someone who has tested positive with COVID-19 and are required to isolate for 14 days.

The \$1500 fortnightly payment is for those employees that do not have or have exhausted their sick leave accrual, and do not otherwise receive a payment through JobKeeper. Additionally, the payment will be available to non-permanent residents or citizens. According to the Prime Minister the payment may be available on multiple occasions if required (<https://www.pm.gov.au/media/press-conference-australian-parliament-house-act-3aug20> and <https://www.dhhs.vic.gov.au/covid-19-worker-support-payment>).

INDUSTRY PROTOCOLS CHECKLIST

- > Staff that are **unwell are not to attend work.**
- > Staff who are approved as a worker within Stage 4 Restrictions have a current and **Victorian Government Permit.**
- > Staff who are isolating with vulnerable people are not able to attend work.
- > Staff who are isolating with people that have recently returned from overseas are not able to attend work.
- > Staff are encouraged not to carpool to work.
- > Staff numbers reduced to minimum levels to ensure **4 square meters of distancing is maintained at all times.** This should be monitored.
- > All staff are required to sign in each day manually with a manager or swipe their own card or other touchless sign-in technologies **to avoid the use of time clocks or communal time recording units.**
- > Staff need to declare fitness for work, including temperature checks.

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- > The majority of shifts or work appearance hours are split with minimal or no overlap, where safe to do so.
- > Shift numbers are **maintained at a minimum and to maintain workplace safety.**
- > Break times will be **staggered so that distancing is maintained** and there is no over-lap between staff within communal eating and break areas.
- > All non-operational staff will work from home.
- > No visitors are permitted to the premises.
- > All essential deliveries/distribution/supply chain partners are to be advised of the process for making contactless deliveries/pick-ups.
- > Company cleaning will continue at **an increased level using hospital grade products.**
- > Hygiene products including soap/water, hand sanitiser, wipes, gloves and masks are to be made available to all staff on site and staff are to be instructed in their correct use.
- > Staff are to be made aware of the Ministry of Health requirements for Personal Protective Equipment.
- > COVID-19 hygiene posters are to be displayed in all work areas.
- > Staff will be updated on a **regular basis** on any changes to requirements.
- > Businesses should consider implementing safety routines in addition to those highlighted to further protect their staff should a COVID-19 positive result be determined within your site.

REFERENCES

1. Safe Work Australia - <https://www.business.vic.gov.au/disputes-disasters-and-succession-planning/covid-safe-business/creating-a-covid-safe-workplace>
2. WorkSafe Victoria - <https://www.worksafe.vic.gov.au/coronavirus-covid-19>
3. Business Victoria - <https://www.business.vic.gov.au/disputes-disasters-and-succession-planning/covid-safe-business/creating-a-covid-safe-workplace>
4. QANTAS - <https://freight.qantas.com/news/latest-coronavirus-information.html>
5. Prime Minister of Australia – *transcript* - <https://www.pm.gov.au/media/press-conference-australian-parliament-house-act-3aug20>
6. Victorian Health and Human Services - <https://www.dhhs.vic.gov.au/covid-19-worker-support-payment>
7. Victorian Premier announcements - <https://www.dhhs.vic.gov.au/stage-4-restrictions-covid-19>