

Moving from Alert Level 4 to Level 3

NZ is still in Level 4 and will stay at Level 4 at least until 20 April.

The decision on when we move to Level 3 will be made on 20 April.

When we go to Level 3, there will no longer be the focus on 'essential businesses only'.

At Level 3, any business will be able to operate as long as they comply with Level 3 criteria and all obligations under the Health and Safety at Work Act 2015.

Level 3 criteria will likely include:

- Staying home, if working from home is possible.
- If at work, 2-metre social distancing and hygiene requirements will still apply.
- Bars, restaurants and retail stores will have to stay closed for over-the-counter business but will be allowed to operate food delivery, click & collect, online or drive through sales. 'No contact' rules will apply
- Tradespersons, house movers etc required to enter homes will be able to do so but must observe safe distance and 'no contact' rules.
- Travel will be permitted for necessary reasons (commuting to work, taking children to school etc), within your region.
- Recreation will be permitted as long as you are separate from anyone outside your bubble. Swimming, shore-based fishing and surfing will be OK in Level 3, but not motorised sports (boating etc), and no large gatherings.
- Schools will be partly reopened (for students up to year 10). Attendance will be voluntary, as parents will be encouraged to keep children home if possible.
- Funerals & weddings will be limited to fewer than 10 people, with no reception, foods or drinks allowed

Further guidance on Level 3 will be provided over the next few days by WorkSafe NZ, followed by more specific advice to businesses by the BusinessNZ Network and industry bodies.

Below are risk points and actions to consider when operating a business under Level 3:

Risk points	Actions to consider
Travelling to work	Maintaining a safe mode of transport Limiting other workers e.g. car pooling Hygiene considerations, hands sneezing/cough while on route to work
Entering work	Health checks of all workers/contractors/visitors or health declarations from workers Entry registrations and exit Inductions re COVID 19, consider remote systems

At work	<p>Creating and maintaining safe systems of work to maintain 2 meters distancing, or if between 1 and 2 m PPE, other physical barriers, gloves, glasses, masks, tissues</p> <p>If less than 1 m consider stopping that work</p> <p>If another worker is known and or is symptom-free then 1 m is acceptable</p> <p>Training and re induction re PPE, Hygiene, Hand washing</p> <p>Workplace wipe downs, disinfectants high touch areas, tools, equipment, vehicles</p> <p>Waste disposal of tissues, masks etc.</p> <p>Split shifts, flexible shifts</p> <p>Work group bubbles</p> <p>Contractor bubbles</p> <p>Limiting movement between departments</p> <p>Is working from home still a viable option</p> <p>IT meetings</p> <p>Limit smokos, food and other gatherings</p> <p>Mobile workers and their transport, social distancing</p> <p>Staff working off site at another worksite</p> <p>Employee tracing of movements</p> <p>Meeting registers of attendees.</p> <p>Tool box or similar meetings how to maintain 2 m gap</p> <p>Those entering home e.g. trades to maintain safe distancing and no contact.</p>
Emergency management	<p>What to do in a COVID 19 case or suspected case</p> <p>HR policies re staff not coming to work</p>
Leaving work	<p>Hygiene wash down</p> <p>Clean clothes/shoes</p> <p>Transport home, hygiene</p>
Management oversight	<p>Identifying vulnerable workers and management of Wellbeing and mental health</p> <p>Systems to follow re unwell workers</p> <p>Prepare an emergency/ advice call list</p> <p>Information being made available to staff, posters, signs</p> <p>Contractor management checking their systems</p> <p>Deliveries/couriers contactless if possible</p> <p>Supply chains in and out of the business.</p> <p>Privacy issues around personal information</p> <p>Managing staff apathy</p> <p>Develop a Risk register of all jobs/tasks where 2 m gap is or could be compromised- normal work and maintenance work</p> <p>Information to staff re out of work considerations. MoH</p>

	Staff (H&S) representatives and union involvement where present
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