

**> BE COVID SAFE.  
HELP NSW STAY IN BUSINESS.**



## Your COVID-19 Safety Plan

### Agriculture

#### Business details

Business name	Midstate Merino Field Day Association
Business location (town, suburb or postcode)	Dubbo
Completed by	Sue Hood
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Date completed	1 July 2021

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### Wellbeing of staff and customers

**Make sure all workers comply with COVID-19 health advice. Exclude staff, visitors and contractors who are unwell.**

COVID-19 Safety Plan for the conduct of the Midstate Merino Field Day being held at Marra Sports Ground, NSW.

Crowd numbers - establish a maximum crowd using the publicly accessible space available divided by the required social distance (2sq m).

Adhere to social distancing. Measures to direct the flow of people.

Queues - signage, floor markers, separate entry and exit points.

Mingling of individuals/groups.

Ensure people remain seated where seated requirements are in place.

Hugging and Handshakes - restricted.

High use of touch points - regularly disinfected and cleaning.

Wider geographical area - consider whether attendees may have been to, or come from, areas with active cases and/or hotspots. Attendees must QR code into the area.

Contact Tracing - records are kept through the QR code entry points. This information goes directly to NSW Health.

If unwell stay at home. Provide a space for isolating and assessing people with COVID-19 symptoms and safely transport them to a testing facility/hospital.

**Provide staff with information and training on COVID-19, including when to get tested, physical distancing and cleaning.**

Adhere to social distancing as permitted by the Health Order. Wearing of face masks, QR Codes to be in place at entry points and supervised. Sanitizing stations within the area used by Workers and Visitors alike. Notice's to be displayed. Advise Staff and Customers stay at home if unwell and get tested.

**Make staff aware of their leave entitlements if they are sick or required to self-isolate**

The Midstate Field Day is run by volunteers. They will be advised that if unwell they must stay home and get tested.

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## **Physical distancing**

**Monitor and control the number of workers in all relevant areas (based on 2 square metres per person rule).**

Conditions of entry will be displayed on the Midstate Merino Field Day Website.

Entry and Exit signs. Signs to indicate social distancing, physical hygiene.

Terms and conditions given to each Sheep Exhibitor.

Communication is key.

**Essential visitors such as agronomists, should maintain 1.5 metres physical distancing where practical.**

Judges will remain 1.5m away from Exhibitors holding sheep.

**Use floor markings where appropriate to indicate 1.5 metres distance.**

Markings on the ground at the Marra Sports Ground will be provided indicating the 1.5m distance.

For farm deliveries and other transport deliveries such as stock movement (animal transport) ensure, where possible:

- **drivers assisting with loading stock minimise contact with surfaces**
- **workers use their own equipment**
- **communication over phone or radio rather than in person**
- **contactless delivery through electronic paperwork rather than signature on delivery.**

Exhibitors will unload own sheep.

Minimise contact with surfaces - use gloves, remove once sheep unloaded and penned. Unloading ramp will need to be cleaned after each Exhibitor has unloaded/loaded. Communication will be made by telephone. Exhibitors to wear a mask if speaking with organisers.

There will not be any other delivery other than the Sheep.

**Stagger start, finish and break times to reduce the number of workers on site at the same time.**

Arrival times will be staggered. The number of volunteers on site at any given time will be limited.

**Where practical, provide workers with their own rooms on overnight jobs.**

Not applicable

**Consider holding essential gatherings such as training or pre-shear talks outdoors or via phone or video platforms where practical.**

Speakers at the Midstate Merino Field Day will present outdoors.

**Use radios, mobiles and email where possible.**

Mobiles will be used

**Consider how you might decrease the number of high-touch surfaces. For example,**

**leave doors open and reduce the number of people handling equipment or sharing items such as pens.**

The Midstate Merino Field Day is an outdoor event.

Toilets will be disinfected regularly and sanitizer will be provided on entry/exit to the toilets.

Sharing of equipment will be minimal, pens will be sanitized. Holders will have clean sanitized pens, once used placed in a separate holder for sanitizing.

**If 1.5 metre distancing isn't possible between each shearing stand, consider using every second shearing stand. Wool handlers should wait until shearers are in the catching pen before wool pick up.**

Not applicable

**If your business accommodates seasonal workers, resources from the Department of Primary Industries should be reviewed. The appropriateness of accommodation facilities can also be cross-checked with the COVID-19 Safety Plan for Hotels and Accommodation.**

Not applicable

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## **Hygiene and cleaning**

**Adopt and support good hand hygiene practices.**

Ensure that all handwashing areas are well stocked and periodically checked and re-filled by cleaning staff.

The correct chemicals and cleaning procedures are implemented for highly touched areas and these areas sanitized periodically.

Establish a cleaning procedure and timetable

Appropriate signage for handwashing procedures in amenities and around the Marra Sportsground

**Provide access to hand washing stations that are well stocked with soap and paper towel.**

Amenities to be well stocked before and during the event, especially in relation to hand soap and paper towels plus sanitizer. Provide bins for disposal of paper towels. Clean

facilities on a regular basis and empty bins regularly.

**Have hand sanitiser available for use in shared areas, or bottles to take if using farm machinery or another vehicle where handwashing is not possible.**

Have additional sanitizing stations within the Sportsground. Crucial to have them at all entry points. It is to be used on arrival and departing the event. Each Exhibitor to have their own sanitizer with them and available and in view of the public and other Exhibitors.

**Clean areas frequented by staff or customers at least daily with detergent or disinfectant. Clean frequently touched areas and surfaces several times per day with a detergent or disinfectant solution or wipe.**

The Midstate Merino Field Day is a one day event.

The amenities to be cleaned before Exhibitors arrive with disinfectant and detergent. Amenities to be cleaned during the day while public are visiting and amenities to be disinfected after Exhibitors leave and public has disbursed.

**Disinfectant solutions need to be maintained at an appropriate strength and used in accordance with the manufacturer's instructions. Clean work areas and equipment thoroughly. If sharing tools and equipment is unavoidable, ensure increased cleaning.**

Sanitizing stations will be at each Exhibitors site.

The stations will have appropriate strength sanitizer.

Disinfectant of touch points will be maintained with appropriate strength disinfectant.

**Staff are to wear gloves when cleaning and wash hands thoroughly before and after with soap and water.**

Gloves will be used when cleaning amenities.

Masks will be used while cleaning amenities.

Volunteers to wash hands with soap and water after each cleaning process.

**Where reasonably practical, consider methods to avoid the shared use of items, such as equipment, tools or workstations.**

Exhibitors will not be sharing other Exhibitors equipment or tools.

The Exhibitors will be showing sheep outdoors.

**If sharing tools and equipment is unavoidable, ensure cleaning with a detergent**

**solution or disinfectant wipes in between use.**

If sharing equipment, cleaning will take place after use with disinfectant wipes.

**Provide workers with access to adequate soap, water, toilet paper, hand sanitiser, paper towels and bins.**

Appropriate provisions will be provided for during the Midstate Merino Field Day.

**In indoor areas, increase natural ventilation by opening windows and doors where possible, and increase mechanical ventilation where possible by optimising air conditioning or other system settings (such as by maximising the intake of outside air and reducing or avoiding recirculation of air).**

Midstate Merino Field Day is an outdoor event.

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## **Record keeping**

**Keep a record of name, contact number and entry time for all workers and visitors for a period of at least 28 days. Electronic collection (such as QR code) of contact details for each person is strongly encouraged.**

Exhibitors, visiting public and volunteers will be required to QR Code into the Marra Sportsground.

The QR Code will be a NSW Health generated QR Code.

**Ensure records are used only for the purposes of tracing COVID-19 infections and are collected and stored confidentially and securely. When selecting and using an electronic method of record collection, take reasonably practical steps to protect privacy and ensure the records are secure. Consider the 'Customer record keeping' page of [nsw.gov.au](https://nsw.gov.au)**

Information from the QR Code goes directly to NSW Health.

**Employers should make workers aware of the COVIDSafe app and the benefits of the app to support contact tracing if required.**

Volunteers are aware of the COVIDSafe app.

**Cooperate with NSW Health if contacted in relation to a positive case of COVID-19 at**

**your workplace, and notify SafeWork NSW on 13 10 50.**

Cooperation with NSW Health will be maintained at all times.

**I agree to keep a copy of this COVID-19 Safety Plan at the business premises**

Yes