

# COVID-19 Management Plan

## Barkly Region



*Current protocol, initiated 18/03/20 and updated 22/03/2020.*

This plan will be reviewed as the situation evolves and conditions change.

The following key measures should be followed at all times, to reduce the likelihood of contracting or spreading COVID-19 to staff, the surrounding communities and Indigenous community at Corella Creek:

### 1. Hygiene

- a. Wash your hands regularly, at minimum before eating or touching your face.
- b. Wash your hands after being in public or touching items recently touched by others.

### 2. Cleanliness of Facilities

- a. Don't share equipment (cups, cutlery, motorbike helmets, welding masks etc) that someone else has used unless it has been thoroughly disinfected.
- b. If people have to change over a vehicle. Thoroughly wipe it down with disinfectant.
- c. Cleanliness of common facilities (kitchens, toilets) must be thorough and regular.

### 3. Personal Space

- a. Maintain 1.5m minimum separation distance from anyone else (excl. family).
- b. Do not have personal contact (shake hands etc.) with people outside your household.
- c. This may mean travelling in different vehicles or having separate defined work areas in the workshop, cattle yards etc.

### 4. Communication

- a. Be open about how you are feeling. If you feel unwell, or sick, let your supervisor know immediately. We will arrange for work tasks that provide a greater level of separation.
- b. If you start to display symptoms of COVID-19, then we will arrange for you to seek medical advice.

### 5. New Starters and Return Employees for Barkly Region

- a. All New employees will be isolated remotely at Eva Downs Station and will stay at this site for a minimum of 14 days post the arrival of our last employee.
- b. Strict social distancing will be applied with accommodation, meals and all interactive social areas, including strict procedures for supplying staff with the essentials to maintain our social distancing policy.
- c. Any staff returning from leave or that need to visit townships for medical reasons etc. will be isolated from communal kitchens and social gathering areas with separate accommodation and cooking facilities for 14 days.
- d. Any movement off our sites by staff and back onto our sites will require approval first and strict isolation procedures will be in place on return.

## 6. Corella Creek Indigenous Community Management

- a. Corella Creek residents can continue to be supported at Brunette Station with the purchase of fuel and essential supplies or medical assistance.
- b. Tuesdays and Thursdays have been set aside for the community to purchase supplies to ensure they receive full attention, but with significantly reduced potential exposure to COVID-19.
- c. Social distancing will be applied and service to our local community will be one person at a time.
- d. Service outside of these two days will still be available for medical treatment or assistance in medical evacuation.
- e. Any other visitors outside of Corella Creek residents will be denied access to Brunette and its services unless it is for medical assistance as per normal operating conditions.
- f. Regional Manager to meet with community Elder weekly to ensure conditions are being adhered to and remain appropriate.

## 7. Management of Communal Social Areas on Stations

- a. For kitchens and communal staff eating areas:
  - On all stations where staff have access to their own cooking facilities they will be provided food and manage their meals for themselves.
  - In single quarters accommodation staff will eat through the station kitchen with groups no larger than 10 persons at any point. Strict hygiene practices will be in place, with seating areas large enough to separate and maintain social distance.
  - Benches and areas of contact will be disinfected and washed down before and after each meal time to maintain the highest of standards.
  - At Eva Downs we will be providing disposable plates and cutlery for staff.
- b. Social clubs are operating at a single service per person and main bar areas are closed. Staff can use the service of the club but then move to an area that allows for social distancing rules.
- c. Office buildings are only attended by those who have not moved from station in the past 14 days and office personnel all have their own space with social distance rules applied.

## Contractors & Visitors

The main contractors that apply to our business are still able to attend site.

This includes providers such as livestock carriers, farming contractors (spraying, planting, cultivating, spreading etc.), harvest contractors (grain, hay), earthmoving (roads, land development), consultants (agronomists, nutritionists, vets), and suppliers (fuel, agvet chem, etc.).

If there is contractor work that is not necessary, it can be delayed to a later date.

Additional planning should be put in place for contractors coming to site.

They need to have the contractor forms and biosecurity checklist completed, and you need to have separate facilities available for them to use. They cannot stay in the same facilities as AACo staff, and need to maintain hygiene and separation at all times.

## General Freight Providers

Where freight is required on station the providers will drive into station and unload their own trucks so that once completed AACo staff can then collect the goods. No paperwork will be handled together and signing of dockets and delivery checks will be done electronically to maintain social distance from providers coming on site.

## Livestock Carriers

There is a strict health declaration requirement form from external livestock freight providers for each driver, declaring that they have not been in contact or in an area where COVID 19 is present in the past 14 days.

AACo Truck drivers are self-isolated and currently operating between stations.

The unloading and loading of trucks is completed with all AACo staff maintaining appropriate distance and not entering the trucks. Paperwork for consignments is then left at the ramp for pick up by AACo staff after the trucks have vacated.

Food for drivers will be prepared and delivered to loading and unloading sites so that the welfare of all drivers internal and external is highest priority.

## Other Service Providers

All other service providers will only attend our sites for the necessity of critical operations and will follow our strict guidelines. A dedicated building should be identified, should they be required to stay overnight to complete works, and meals will be provided to their accommodation so that they have no need to socialize with our on-site staff. As soon as their work is complete they will vacate the site and a strict clean down of their accommodation facilities will be completed.

Visitors must only be by prior approval from the property manager. The property manager is to then receive consent from the Regional Manager or COO.

## Travel Off-site

The NT Government will close the Borders for all non-essential travel on Tuesday March 24<sup>th</sup> at 4:00PM.

For any travel that will be required due to health or compassionate grounds including essential business travel this will need to be identified with the regional manager and the appropriate procedures followed for the entry back into the NT which will include 14 days of self-isolation.

For travel to service town, Mt Isa or over borders for personal or business, please exercise a high level of personal hygiene. Avoid personal contact (e.g. handshakes etc.) and maintain as much space as possible from other people. Wash your hands as soon as possible after any interaction or contact with shops, parts and people. Upon return to the station you will need to self-isolate for 14 days.

Some properties also have children and partners spending time off-property at school, work, facilities, functions etc. It is very important that they also maintain increased levels of hygiene.

It is for this reason that you as employees, maintain separation between you and other employees when you are together.

Agistment / Lease Properties. If travelling to another property, please do not have physical contact with any other people, and maintain hand washing and hygiene protocol.

## High Risk Consequences

COVID-19 is a serious risk to everyone, and that is why we have to maintain discipline and adherence to the above control measure.

We also must be very mindful of the people we spend time with. People at higher risk from COVID-19 include those with any or multiple of the following: over 70yrs of age, cancer, respiratory disease, diabetes, autoimmune disease.

If you have any questions or would like any other information, please feel free to refer to the property manager, your regional manager, or AACo Safety.