

COVID SAFE PLAN

DURABRIC / VINYL CLADDING PROFESSIONALS (VCP)

To prevent and contain, Durabric / VCP staff must comply with our Durabric / VCP COVID19 Protocols. We must ensure that our work sites stay safe for all. Our focus is prevention first.

Prevention

- Durabric / VCP monitors government and health department directions and review this plan on a weekly basis or as things change
- Durabric / VCP provide staff with an update communication on a weekly basis
- Durabric / VCP has all non-essential staff that are able to work from home and are doing so. Durabric / VCP collect records of all staff, visitors, subcontractors, customers and clients attending the work premises, including temperature checks and COVID wellbeing questions
- Durabric / VCP has maximum of one staff member per four square metres of enclosed workspace or in shared areas
- Durabric / VCP ensures that staff are temperature checked before workday commences. Staff cannot commence their shift if they have symptoms
- Durabric / VCP will check temperatures of staff onsite - anything above 37.5 is deemed unsafe. Three tests must be conducted within 10 minutes from first temp check to last. If all three are above 37.5 degrees, the staff member must go home immediately
- Staff who have symptoms, are asked to be tested. They must stay home until they have their result
- Durabric / VCP staff must have no more than 2 people travelling in car (for work purposes) at any one time
- Staff who have come into contact with a positive case are asked to be tested. They must stay home until they have their result
- Staff must report any positive cases of coronavirus (COVID-19) to Durabric / VCP who will notify Worksafe and liaise with DHHS
- Durabric / VCP provides fit for purpose 3 layer masks, disposable gloves, antibacterial wipes, alcohol wipes, hospital grade disinfectant, hand sanitiser (personal containers and general use) and spray disinfectant
- Durabric / VCP undertake risk assessments for all sites on a weekly basis
- Durabric / VCP liaise regularly with all client sites and communicate with transparency and timeliness in relation to all risks

Durabric / VCP Staff must follow safe hygiene practices and Government restrictions, these include:

- Limit movement outside of home and work
- Hygiene practices at home and at work
- Social distance - minimum 1.5 metres



03 9357 7221



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- Used tissues and paper towels to be placed in rubbish bins and discard all other rubbish including food scraps
- Wipe any areas used, Glen20/Disinfect if possible
- Hand hygiene - wash hands often with soap and water for 20-30 seconds minimum
- Use hand sanitiser regularly
- Cough hygiene - cover your mouth with a tissue (or the crook of your elbow) when coughing or sneezing
- Avoid wiping your face
- Be situationally aware of people around you - especially in high pedestrian environments
- Avoid close contact with others - including touching
- Avoid touching your face to minimise virus transmission
- Must wear masks and gloves

Positive Case

Should Durabric / VCP have a staff member who has tested positive, the following will take place:

- Communication to Worksafe and DHHS to notify
- Closure of worksite and deep cleanse of worksite (if Durabric / VCP premises) and equipment used (ie car, radio, signage)
- Review any work locations visited
- Notification to Client and assist with deep cleanse of their worksite and equipment
- Review contacts made (internal and external) and assist with Contact tracing
- Staff member must remain at home in isolation until cleared of Covid

Should Durabric / VCP have a staff member who has been in contact with a positive case the following will take place:

- Staff member must remain at home in isolation until negative test result received and 14 days passed since last interaction with positive person
- Review any work locations and contacts made and identify possible risks
- Durabric / VCP premises and equipment will be deep cleansed
- Notification to Client and assist with deep cleanse of their worksite and equipment if necessary

If you have any queries relating to this matter, please call Jo-Anne Gleeson 0438 363 794 or Jason Nolan 0412 934 515.



Jason Nolan
Managing Director
4 August 2020



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