

Appendix Delta

The Delta strain of COVID-19 is significantly more infectious than previous strains. This brings increased risk of persons catching COVID-19. Workplaces are identified as a significant place of community transmission of COVID-19. Appendix Delta is now going to be a live document and will be available on the [Stowe Website](#).

Stowe actively encourages all staff members to get vaccinated and regular surveillance testing. Authorised Persons now have priority access to Vaccinations, including Pfizer.

Close and Casual contact Notification

Stowe has created a simplified form for tracking close and casual notifications. Should an employee be made aware that they are a close or casual contact, they will be required to complete this. [Close/Casual Contact Notification Form](#)

Working within Greater Sydney Area. (Now defined as Sydney, Wollongong and Blue Mountains)

- a. Those who live within the GSA, but outside the Affected LGA's identified by NSW Government can go to work where they cannot do it from home. From Saturday, 28 August anyone entering an LGA of concern for the purposes of work must carry an authorised worker permit issued by Service NSW.
- b. Those who live within the Affected LGA's cannot attend work locations outside their LGA unless there are an Authorised Worker or attending a Construction Site in the GSA and following the construction vaccination and testing requirements.
 - o Such sectors under the Authorized Worker definitions that may apply to **Stowe** include. (Points per [NSW Govt Authorised Workers List](#)) eg.
 - Works on behalf of the NSW or Commonwealth Government for the purposes of responding to the COVID-19 pandemic.
 - Construction- ([see below](#))
 - **Manufacture of building supplies to support construction.**
 - Electricity, gas, water and waste services. Electricity services (this is likely with the intent for electrical network distribution)
 - Information media and telecommunications.
 - telecommunications services, internet service providers, web search portals and data processing services
 - data specialists and technicians
 - data storage
 - journalism and media services for news and other critical public communications purposes
 - Financial services. Critical financial services and infrastructure
 - Other services. Essential services for the maintenance, safety and upkeep of public and recreational space

These Authorised Workers may have additional testing requirements in they live within Affected LGA's. Persons considered Authorised Workers will be contacted by their managers.

Curfews have been introduced from 9pm to 5am for areas of concern however there is exceptions for authorised workers (i.e. construction workers heading to/from work), emergencies or medical care.

From Saturday, 28 August, authorised workers from the LGAs of concern are required to carry a permit from Service NSW declaring that they are an authorised worker and cannot work from home. Anyone entering an LGA of concern for the purposes of work must carry a worker permit issued by Service NSW.

These permits are available from [Service NSW – Travel Permits](#)

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NSW Government registered COVID-19 Safety Plans

NSW Government registered COVID-19 Safety Plans are mandatory for construction on any site that is not an occupied residence in Greater Sydney Area. This also includes Service and Civil work.

This a requirement upon the Principal Contractor or PCBU to have a registered COVID-19 Safety Plan in place once works resume after the 31st of July. Greater Sydney Area (GSA) is currently defined as including Central Coast, Blue Mountains, Illawarra and Shellharbour.

Should there be no Principal Contractor or Facility/Building Manager etc without a NSW Government registered COVID-19 Safety Plan, Stowe will be required to develop one.

Construction sites in Greater Sydney, where no resident lives

Construction is permitted on sites within the GSA where no resident lives. They need to work out which of these options will mean the lesser number of workers on site:

- 1 person per 4 square metres at the site, or
- 50% of your maximum daily workforce.

The maximum daily workforce count must come from the current resourcing plan for the site.

Construction sites in regional and rural NSW (including Central Coast and Shellharbour)

Construction sites that are permitted to operate in regional and rural NSW (including areas of regional and rural NSW affected stay at home orders) need to work out which of these options will mean the greater number of workers on site:

- 1 person per 4 square metres at the site, or
- A maximum of 25 workers at the site at any one time.
- Workers who reside within the GSA but not the Affected Areas who are working further than 50km of the GSA are required to get and have evidence of weekly tests.
- These workers are now required to register this regional travel with Service NSW and update it every 14 days. <https://www.nsw.gov.au/covid-19/rules/regional-travel-registration>

Construction workers who live in a local government area of concern

Any employees who live in a local government area (LGA) of concern (as defined by the NSW Public Health Order) and work on construction sites **must** follow the construction vaccination and test requirements, otherwise they cannot attend construction sites. Affected Persons **cannot work** on construction sites outside the GSA.

Stowe is maintaining a register at a Branch level of those who are affected persons and their status.

- 2 doses of a vaccine, or
- 1 dose of a vaccine 21 days before going back to work, or
- 1 dose of a vaccine and, if less than 21 days since you've been vaccinated, evidence of a COVID-19 test in the previous 3 days, or
- An exemption from a medical practitioner, approved by NSW's Chief Health Officer, certifying a medical reason why you cannot receive a vaccination. If you have an exemption, you must also have a COVID-19 test every 3 days before you can return to work.
- Any testing due to these requirements without symptoms is considered surveillance testing and does not require isolation after test.

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All affected employees must carry proof when on a construction site and must provide it on request to your client, employer, a police officer or authorised officer. Required evidence of vaccination status is:

- Proof of address, and one of the below that is relevant to you
- Vaccination results:
 - Visit [MyGov](#), link your Medicare online account: Click on 'Immunisation history', select on 'View COVID-19 digital certificate' button. Show the PDF on your phone screen, or
 - [Medicare Express Plus App](#): Click on 'Immunisation history' and open your COVID-19 digital certificate
- Negative test results via SMS text message on your phone or an email addressed to you

COVID-19 Safety plans for Construction Sites in the Greater Sydney Area.

Key measures for **Stowe** Employees.

Measure	Responsibility
Follow the Site COVID-19 Construction Safety Plan and the Stowe Covid HSMP.	All Staff.
Stay away from work and get tested if unwell or have any symptom of COVID-19, including fever (37.5°C or higher) or history of fever (night sweats, chills), cough, sore throat, shortness of breath (difficulty breathing), runny nose, loss of taste, loss of smell.	All Staff.
Get tested. Surveillance testing will vary by site and location.	All Staff.
Notify Stowe if you are positive or identified as a close or casual contact.	All Staff.
Train and instruct staff in PPE, personal hygiene and infection control. This will be done by iLearn, toolbox talks, signage and instruction.	PM's HSR's, HSEQ
Wearing of facemasks at work inside and outside (unless there is a WHS risk, eg Energised Testing, Hot Works)	All Staff.
Physical Distancing. 1 per 4m sq. everywhere including amenities, work faces, offices, lifts, site access, stairways etc. Preference is that gathering of groups such as prestarts and toolboxes occur outdoors where possible.	All Staff.
Limit sharing of tools and plant or if unavoidable, ensure cleaning between uses. This includes EWP's and civil equipment.	All Staff.
Reduce movement. Create and follow separation of zones/working groups and sites. These work zones and groups should be maintained for the during of work.	All Staff.
QR Codes. Create and use NSW Govt QR codes for different zones/working groups and sites. Eg different floors and lunch sheds etc.	PM's, All Staff.
Contactless Deliveries. Drivers are to stay within vehicles, or unload on own 3m away from others.	All staff.
Covid Marshal. Dedicated Stowe person to monitor and assist COVID measures, clearly identified. (in the absence of the PBCU providing a marshal)	PM, Stowe Covid Marshall.
Encourage Vaccinations. Including allowing workers to get vaccinated during work hours.	Everyone.

Measures for Principal Contractors and Site Managers.

Stowe has obligations to ensure that the PC is implementing and following the COVID 19 Safety Plan. Below is a list of requirements for PC or site manager to be implementing. Should there be no PC, Stowe may be required to develop a NSW Government Registered Covid Plan. Note: A small construction site means a construction site where 10 people or less attend the site over any 24-hour period.

Wellbeing of workers

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Perform symptom check and exposure assessment on all workers upon entry to site in a manner that avoids congregation at entrances or close contact with screeners, where practicable.
Exclude workers who are unwell from the site.
Have protocols in place to manage sites where a person becomes unwell at work and to identify contacts in the event a worker tests positive for COVID-19. Request workers notify site owner as soon as they become aware of having tested positive to COVID-19 or have been notified they are a close contact.
Provide staff with training and advice in relation to personal hygiene, updated infection control practices and adherence to COVID-19 control requirements. Display signage about COVID-19 control measures such as physical distancing, face masks and hand hygiene around the workplace where practicable.
Ensure first aid personnel are provided adequate training and access to PPE (to manage COVID-19 exposure), where practicable. Note: this may not be applicable for small sites.
Encourage workers to access COVID-19 vaccination when eligible, including by: <ul style="list-style-type: none"> communicating COVID-19 vaccine eligibility criteria as outlined by the Australian Government informing workers about how to make a COVID-19 vaccination booking through the COVID-19 Vaccine Eligibility Checker sharing resources and information about COVID-19 vaccines from trusted sources (e.g. Australian Government Department of Health, NSW Health) identifying locations near work sites where COVID-19 vaccinations are available
allowing workers to get vaccinated during working hours in a manner consistent with site arrangements and ongoing site operations.
Have at least one nominated person and/or COVID Marshal (one per 50 workers) who is responsible for ensuring compliance with all COVID-19 safety measures, including site checks-ins, face masks and physical distancing. The nominated person may ensure compliance across multiple sites for smaller projects.
Ensure workers comply with mandatory surveillance COVID-19 testing requirements, where applicable.
Physical distancing
Provide parking at or near sites to reduce use of public transport, where practicable. Communicate and promote compliance with rules relating to carpooling.
Restrict inductions to site to the minimum practicable, to reduce movement of workers between different sites.
On sites for construction, renovation and additions on unoccupied residential buildings two storeys and under: <ul style="list-style-type: none"> limit the trades on-site to one at any time cap the number of sites visited by trades person in any week to five sites. Note: These restrictions do not apply to roles that involve inherently short and contactless visits to sites, such as supervisors, certifiers and professional services such as engineers and surveyors, delivery drivers and specialist installers working on their own.
Wherever practicable, create separation of people and teams on site: <ul style="list-style-type: none"> Establish separate zones and limit movement of people and teams between zones. Create separated shifts or staggered shift start/finish times, as permitted by conditions of consent for working hours and related planning orders. Note: this may not be applicable for small sites.
Use contactless deliveries and invoicing where practicable.
Where practicable, delivery drivers and other occupants must remain in their vehicles if not required to unload. If they wind down their windows (e.g. to engage with people onsite) they must be wearing a face mask.
Where a driver is required to unload and it is practicable to do so, no other person should touch the vehicle and other workers should maintain at least 3 metres physical distance from the driver.

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Drivers must use dedicated visitor amenities if available (not amenities used by workers). Note: this may not be applicable for small sites.
Establish physical distancing for meetings, break periods, meals site sheds, crib rooms, general access and exit including stairways, lifts, evacuation routes and muster points where practicable.
Wherever practicable, create additional meal facilities and amenities in outdoor, open fresh air environments within the confines of the site. This may include covered areas on ground level, or on floors of buildings that are structurally complete and otherwise safe, but have no facade restricting flow of fresh air.
Limit the number of people in any indoor areas, including indoor meal areas, to one person per 4 square metres of space where it is safe to do so (unless other legislated WHS requirements apply, e.g. working in confined spaces).
Limit hoist movements to teams who are working together and, where practicable, have teams work only on specified floors for their whole shift to avoid the need to move around the site.
Monitor entry and exit points to maintain physical distancing and prevent over-crowding, including but not limited to provision of supervision, line marking, clear signage, video communications/doorbell.
Conduct a task risk assessment to identify control measures necessary to mitigate the spread of COVID-19 when 1.5 metre physical distancing cannot be adhered to. For essential work activities where physical distancing is problematic, establish clearly documented processes of control and approval.
Implement a strategy suitable to the circumstances of the site to avoid crowding and contact, such as using telephone or video for essential meetings, considering what work can be done offsite (such as prefabrication or administration), holding inductions and toolbox talks in smaller groups and in open, well-ventilated spaces within the construction site and discouraging congregation outside sites before/after shifts and on meal breaks.
Hygiene and cleaning
Face masks must be worn by workers, unless exempt.
Have hand sanitiser or wash stations at key points around the site, such as entry and exit points and meal areas.
Bathrooms must be well stocked with hand soap and paper towels.
Clean indoor hard surface areas frequented by workers at least daily with detergent or disinfectant. Clean frequently touched areas and surfaces, including delivery areas, turnstiles, lifts, hoists, printers, plant and machinery controls, handrails, taps and washing facilities, several times per day with a detergent or disinfectant solution or wipe, where practicable. Note: this may not be applicable for small sites.
Staff are to wear the required personal protective equipment when cleaning, including gloves, and wash hands thoroughly before and after with soap and water.
If sharing tools and equipment is unavoidable ensure cleaning with a detergent solution or disinfectant wipes in between use, where practicable.
Site vehicles and plant must be operated by a single designated operator and regularly cleaned where practicable. Where shared use is unavoidable, regularly clean the inside of vehicle cabs and between use where practicable. Note: this may not be applicable for small sites.
Record keeping
Use the NSW Government QR code system to collect an electronic record of the name, contact number and entry time for all staff, site visitors and contractors.
Processes must be in place to ensure that people provide the required contact information, such as by checking phones for the green tick to confirm they have checked in. QR codes should be clearly visible and accessible including at entrances to the premises.
Wherever practicable, establish unique NSW Government QR codes for different zones and locations on site, including meal rooms, toilet facilities and delivery points to assist NSW Health contact tracing if a positive COVID-19 case is identified. Note: this may not be applicable for small sites.

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<p>If a person is unable to provide contact details, for example due to age or language barriers, another person may provide contact details on their behalf. If it is not possible for check-in to occur via a Service NSW QR code, keep a record of the name, contact number and entry time for all workers and visitors for a period of at least 28 days. These records must be provided in an electronic format such as a spreadsheet as soon as possible, but within 4 hours, upon request from an authorised officer.</p>
<p>Issue NSW Government QR codes electronically to delivery drivers prior to site entry, where practicable. Note: this may not be applicable for small sites.</p>
<p>Consider implementing use of tracing cards to track contacts between employees, drivers and visitors on site.</p>
<p>Cross check delivery crew induction details to ensure address details are registered and compliant with public health order restrictions.</p>
<p>Employers must maintain records on their staff, including but not limited to:</p> <ul style="list-style-type: none">• records of other sites visited• place of residence to determine whether staff are required to undertake surveillance COVID-19 testing• mandatory surveillance COVID-19 testing results• age and vaccination status – if a person declines to provide vaccination information, it is sufficient to record that fact.
<p>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.</p>

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