

HEALTH ALERT



01 SEPTEMBER 2020

The **World Health Organisation (WHO)** recently declared the **Coronavirus COVID-19** outbreak a public health emergency of international concern.

In an effort to minimise risk to our employees, sub-contractors and customers, The Land Transport group has implemented the below in conjunction with advice from WHO & Department of Health (DoH) to combat the risk of Coronavirus:

- **Wash hands frequently** with soap & water for a **minimum of 20 seconds** or use an alcohol-based hand rub.
- **Practice respiratory hygiene** when coughing and sneezing, cover mouth and nose with flexed elbow or tissue – discard tissue immediately into a closed bin and clean your hands as per above.
- Where possible **maintain a social distance** by upholding at least **4m² distance** between yourself and other employees.
- **Avoid touching eyes, nose and mouth** with your hands as you can transfer the virus from surfaces to yourself.
- **Avoid shaking hands** or touching another person/s.
- We **recommend** you minimise any non-essential domestic or international travel.
- Where possible reduce **face to face meetings** to phone hook ups, if meetings are required, only have the essential person/s in attendance.
- Avoid **large gatherings**, particularly indoors.
- **Brief toolbox talks** are to be held **outside daily**, maintaining the **4m² distance** for each employee or **one on one**.
- When conditions permit, **open doors and windows** to let fresh air in.
- Ensure all **air conditioning** units remain up to date with their **quarterly servicing** (Please check with Eileen in Head Office if you are unsure).
- No **non-essential visitor/s** to site.
- Ensure **EFTPOS machine** is wiped down after each use.
- All tea, coffee, sugar, milk, crockery and cutlery has been removed from all Land Transport kitchen and amenities.
- **No passengers** to be in any Land Transport long distance vehicles.
- **Local prime movers** are to be **used** where possible instead of interstate prime movers.
- Keep as many **internal doors open** as possible to **reduce** the use of **high touch points** (door handles).
- All queries are to be emailed or phoned to internal departments, as **all face to face encounters** need to be at an **absolute minimum** and only when essential.
- In the attempt to reduce the amount of non-essential personnel in the offices, **external doors** are to be locked where possible or bollards put in place to maintain 1.5m distance.
- **Cleaners** are now completing cleans of all Land Transport depots **5 days per week**.
- We recommend you **use gloves when fuelling your vehicles**.
- **Pen** to be **removed** from **visitor sign in / out books**.
- Carry and use your own **pen/s** at all times.
- **Forklift drivers** to **wear gloves** at all time when operating the forklifts.
- All staff are encouraged to have a **flu shot**.
- Internal **envelopes** are not to be reused.
- **Hand sanitisers, masks, disposable gloves, surface sanitising sprays and disinfectant wipes** have been distributed throughout the company.
- **Shower spray** and **toilet wipes** have been distributed throughout the company.
- **Sanitising stations** have been installed into our depots at point of entry.
- Land Transport's **Covid-19 Safety Plan** has been issued to all our staff and subcontractors.
- All staff and approved visitors (Including Subcontractors) in all depots are to be **temperature tested** prior to commencing work each and every day until further notice. The normal body temperature range is **36.1c – 37.2c**. The temperature test results are to be recorded (form template in your depot folders) a copy of all results is to be sent to compliance.
- We request all long-distance drivers to be **COVID-19 tested** on a 7-day cycle. See below the testing sites (Page 4).
- **Permitted Worker Permits** have been introduced in Victoria and all Melbourne depot staff are required to carry one.
- All depots have been instructed that common lunchrooms are to have a maximum of 4 people at any one time and that chairs are to be taken out of lunchrooms, leaving a maximum of 4 only.

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- Drivers have been issued with disinfectant wipes to wipe down surfaces etc in their trucks.
- All depots are issued with a weekly checklist for cleaning/sanitising supplies. If supplies are required, these are sent out immediately.
- As directed by SA Government, the Adelaide depot now has a COVID-19 marshal.

For now, **it is business as usual for us**. We have no reported confirmed cases of COVID-19 associated with our employees or their families. Our priority remains to be the health and safety of our employees, sub-contractors and customers. In line with this, our second priority is to remain open for business and to continue to provide livelihoods for our employees, sub-contractors, customers and their families.

Even with Australian state borders closing, all road transport will continue as it is considered an essential service. We will keep on truckin'.

Please see below extract from the DoH website regarding self-quarantine after returning to Australia from overseas:
 "Staying at home means you:

- do not go to public places such as work, school, shopping centres, childcare or university
- ask someone to get food and other necessities for you and leave them at your front door
- do not let visitors in — only people who usually live with you should be in your home

You do not need to wear a mask in your home. If you need to go out to seek medical attention, wear a surgical mask (if you have one) to protect others.

You should stay in touch by phone and on-line with your family and friends."

Key symptoms of COVID-19 are:

- Fever
- Cough
- Sore Throat
- Fatigue

For information on COVID-19, use the COVID-19 Symptom Check via <https://www.healthdirect.gov.au/symptom-checker/tool/basic-details> or contact the Australian Government's National Coronavirus Helpline on 1800 020 080.

State Border Lockdowns

South Australia - ENTRY PASS REQUIRED (6 Monthly)

<https://www.police.sa.gov.au/sa-police-news-assets/front-page-news/sa-police-news>

Northern Territory - FORM REQUIRED UPON ENTRY (Per trip)

<https://coronavirus.nt.gov.au/community-advice/border-controls>

Western Australia - ENTRY PASS REQUIRED (Per trip)

<https://www.wa.gov.au/government/document-collections/coronavirus-covid-19-state-of-emergency-declarations>

Queensland – ENTRY PASS REQUIRED (Weekly)

<https://mypolice.qld.gov.au/news/2020/03/25/border-restrictions/>

New South Wales – ENTRY PASS REQUIRED (Fortnightly)

<https://www.service.nsw.gov.au/transaction/apply-covid-19-nsw-border-entry-permit>

ACT – ENTRY PASS REQUIRED IF ENTERING FROM VICTORIA

<https://www.covid19.act.gov.au/community/travel>

To date VIC have not officially imposed any border restrictions.

KEEP OUR SPIRITS HIGH & HANDS CLEAN

NB: Important notes and additions see in bold.

STATE BORDER REQUIREMENTS

All staff are to adhere to any/all written directives from any/all Governing bodies

| STATE | BORDER PASS | TESTING REQUIREMENTS | FACEMASK REQUIREMENTS | COMMENTS |
|--------------|---|---|--|--|
| ACT | YES-IF FROM VICTORIA | NO | | |
| NSW | YES-IF FROM VICTORIA RENEWED EVERY 14 DAYS | NO | RECOMMENDED | |
| NT | YES-IF FROM ANY STATE | YES-any person entering NT must produce evidence of a COVID-19 test in the past 7 days. | | |
| QLD | YES-IF FROM ANY STATE RENEWED EVERY 7 DAYS | NO-RECOMMENDED | | * RECORD OF CLOSE CONTACT IS STILL REQUIRED TO BE FILLED OUT |
| VIC | NO | NO | MANDATORY WHEN OUT IN PUBLIC | |
| SA | YES-IF FROM ANY STATE RENEWED EVERY 6 MONTHS | YES-WITHIN 24 HOURS OF ENTRY INTO SA OR PROVIDE EVIDENCE OF TESTING WITHIN 7 DAYS PRECEEDING ENTRY TO SA YOU DO NOT HAVE TO SELF ISOLATE AFTER TESTING | IF A VICTORIAN RESIDENT YOU MUST WEAR A FACEMASK AND SELF QUARANTINE WHEN NOT WORKING | * RECORD OF CLOSE CONTACT IS STILL REQUIRED TO BE FILLED OUT |
| WA | YES-IF FROM ANY STATE PER TRIP | YES-IF YOU ARE IN WA FOR MORE THAN 48 HOURS AND HAVE BEEN IN OR THROUGH NSW OR VIC IN THE LAST 14 DAYS | YES-MANDATORY WHEN WORKING OUTSIDE OF VEHICLE | |

COVID-19 TESTING SITES

We request all long-distance drivers to be COVID-19 tested on a 7-day cycle.

TRUCK FRIENDLY DRIVE THROUGH

QLD

Goondiwindi Caltex- 8:30am-4pm -7 days
Wallangarra Driver Reviver- 8:30am-4pm- 7 days
BP Charlton- 8.30am-4pm 7 days

SA

Tailem Bend- 8am-5pm 7 days
Puma Port Augusta Truckshop- 8am-11pm 7 days
Yamba Fruit Fly Checkpoint- 7am-9pm 7 days
Bordertown (Dukes Highway) - 8am-4pm 7 days
Mount Gambier (Princes Highway)- 8am- 4pm 7 days

NSW

Narrandera Roadhouse- 9am-4pm 7 days
Tarcutta Truck Change Over Yard- 9am-4pm 7 days

NON- TRUCK FRIENDLY

QLD

QEI Hospital Coopers Plains- 8am-8pm Monday to Sunday (**WALK IN**)
Baillie Henderson Hospital- 9am-4pm 7 days (**DRIVE THROUGH CAR- MAY BE A FEW HOURS WAIT**)

NSW

Broken Hill (**CRYSTAL STREET**)- 10am-2pm Monday to Friday (**CAR DRIVE THROUGH**)
Wilcannia- 8.30am-4pm Monday to Friday (**PARK TRUCK AND WALK**)

WA

Armadale Health Service, Ground Floor, 3056 Albany Highway, Mount Nasura – 10am to 6pm 7 Days
Fiona Stanley Hospital, Bedbrook Row, North-eastern end of hospital, Murdoch– 10am to 6pm 7 Days
Joondalup Hospital, Car Park P4, Regents Park Road Joondalup– 10am to 6pm 7 Days
Royal Perth Hospital, Ground Floor, Ainslie House, 48 Murray Street, Perth– 10am to 6pm 7 Days
Rockingham General Hospital, Elanora Drive, Cooloongup– 10am to 6pm 7 Days
Sir Charles Gairdner Hospital, C Block, Hospital Avenue, Nedlands– 10am to 6pm 7 Days
St John of God Midland Hospital, Yelverton Drive, Midland– 10am to 6pm 7 Days
Broome Hospital, Corner of Anne and Robinson Streets, Broome - 8.30am-4pm 7 days
Bunbury Health Campus, Bussell Highway (cnr Robertson Drive; 30m left of the main entrance) - 10am-4pm 7 days