



## **KCLG COVID 19 Policy**

### **Purpose and scope**

KCLG has a duty of care to provide a safe environment, including protection from COVID 19 for everyone involved in Landcare activities, including volunteers.

This policy outlines our commitment to ensuring that our Landcare community can operate safely to protect people from COVID 19 and that members are aware of their responsibilities and the rules in place. This policy applies to all employees, contractors, committee members and volunteers of KCLG for activities where face to face, on-site operations occur (as defined in the KCLG COVID 19\* plan).

If Victorian Health Advice differs to what is specified in this policy, the health advice must be followed. For the most up to date information on COVID rules please see:

<https://www.coronavirus.vic.gov.au/how-we-work-current-restrictions>

### **Policy statement Kiewa Catchment Landcare Groups Inc will:**

- Prepare a COVID 19 Safe Plan to protect its employees, volunteers and the community where on-site community events, workshops, working bees or meetings are being held. A COVID 19 safe marshal will be nominated for each event.
- A copy of this plan will be made available on the KCLG website. The plan details procedures for managing the risk of COVID 19 in the workspace and preparing for the case of COVID 19. This plan is to be reviewed and modified as required for specific events.
- Comply with all current directions from the Victorian Government and Chief Health Officer, including social distancing, proof of vaccination, testing, face masks, good hygiene practices.
- Ensure updates and COVID 19 related directions released by Landcare Victoria and KCLG including any changes to COVID 19 procedures are included in monthly Committee meetings updates.
- If hosting an event within a premises owned/managed by another event manager ensure that the event follows the COVID 19 safe rules of this event manager.
- Encourage alternative means of remote workplaces and event participation (e.g., zoom meetings or events, working from home for employees).
- Use approved sign in and event registration using QR codes. Eventbrite, and Landcare registers are to be maintained. All attendees at events are COVID 19 vaccinated or medically exempt.



- Encourage all workers, committee members and contractors to get tested and stay home if they are unwell, have any symptoms (even mild ones) or have been identified as a close contact.

This policy will be monitored and reviewed regularly to ensure it remains current

Approved on: 27th January 2022

Authorised by: Kiewa Catchment Landcare Groups Committee