

COVID Safe Event Checklist - Impacted Areas

As at 29 June 2021

This checklist is for events operating in an impacted area. Refer to the Queensland Government website for the current Local Government Areas subject to the restrictions for Impacted Areas.

COVID Safe Event Checklist				
EASTERN SUBURBS HOCKEY CLUB INC.				
Contact person name: REG KNOW (ES	Contact phone number/email address: 0403:6541/			
Event location: USM JONES CENTRE, CARINA	Checklist completion date: (DD/MM/YYYY)			
Event commencement date and time: (DD/MM/YYYY)	Event completion date and time: (DD/MM/YYYY)			
Anticipated attendance details: (e.g. anticipated attendance numbers, number of event staff, etc):				
Brief description of the types of activities occurring at the event (e.g. concert, market stalls, food etc): [LOCKEY KIKTURES, KIRS FLA DAY, CANTEEN, BAR				
Important information Effective from 29 June 2021, operating a dance area for da subject to the restrictions for Impacted Areas	ncing is not permitted in the Local Government Areas			

What you need to do to safely operate your event

1.	Maintain	Occupant	Density	and Phy	ysical	Distanc	cing
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2	Ensure patrons are seated while eating and drinking
	Operating an area for dancing is not permitted
	Ensure staff and/or volunteers are wearing masks when interacting with guests or patrons
2	Ensure staff and/or volunteers are wearing masks if they cannot stay 1.5 metres away from other staff
Ļ	Encourage guests or patrons to wear masks upon entry and exit and when moving out of their seat – this could be achieved through signage
Z	Determine the total number of people allowed an area at any given time, as per the following occupant density requirements:

1 person per 4 square metres for indoor areas open to or used by guests or patrons, or



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	 1 person per 2 square metres for smaller <u>indoor areas up to 200 square metres</u>, for a total of 50 people; or
	1 person per 2 square metres for <u>outdoor</u> areas open to or used by guests or patrons, or Up to 100% seated venue capacity provided patrons are in ticketed and allocated seating
	Place floor markings, wall markings or signs to identify 1.5 metre distance between persons queuing at all relevant indoor locations (for example, at all entries, ticket offices, and toilet facilities).
	Consider using physical barriers in high foot traffic areas to separate crowds in indoor areas.
	Ensure one-way flow of foot traffic is established where practical in indoor areas.
	Use separate entries and exits within discrete areas of the event site in indoor areas.
	Monitor and encourage physical distancing and occupant density in each discrete area.
	Monitor queuing arrangements to maintain physical distancing.
2. 8	Screening
	Implement symptom screening for staff, contractors and volunteers. These persons should, at a minimum, be screened upon shift commencement. This may include verbal/print questionnaire or electronic solutions.
	Establish areas where attendees who become unwell during the event can be isolated from other attendees.
	All attendees and workers must be notified, either verbally or through signage, that they should not enter the event if in the previous 14 days they have:
	 returned to Australia from overseas (other than a safe travel zone country)
	o been in close contact with an active COVID-19 case
	 been in a Queensland declared COVID-19 hotspot, place of concern or exposure venue, as defined by the Chief Health Officer
	 had a fever, cough, sore throat, headache, distorted sense of taste, shortness of breath, chills, vomiting or any cold/flu like symptoms in the last 72 hours.
3. F	Facilitate Contact Tracing
	Event organisers must electronically collect contact information from all guests, patrons and staff at the time of entry unless otherwise specified, by either:
	o the Check In Qld app; or
	$_{\odot}$ registering guests, patrons and staff through the Business Profile mode of the Check In Qld app.
4. Re	gular and Thorough Cleaning
	Refer to the Work health and safety during COVID-19: Guide to keeping your workplace safe, clean and
	healthy and informed on vaccinations and ensure appropriate personal protective equipment is available
	for use by staff.
	Establish cleaning protocols for discrete areas of high foot traffic (e.g., bathrooms, catering areas). This should include a frequency of cleaning for the discrete area dependent on usage from attendees.

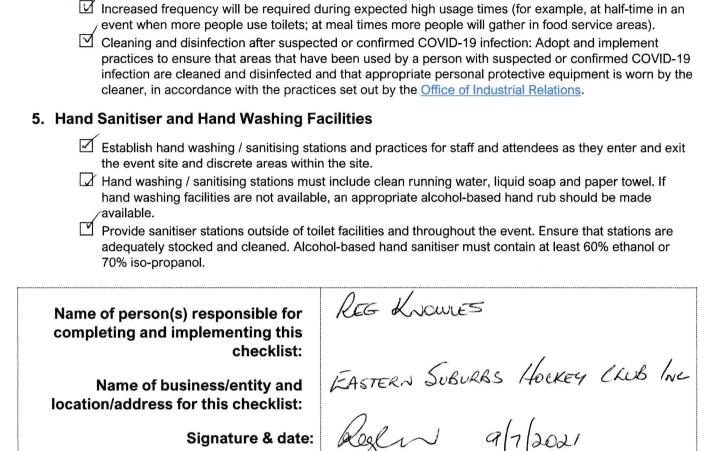
Ensure that there are enough supplies of cleaning products (e.g. detergent, sanitiser, bleach, etc) to last the duration of the entire event. Cleaning products, such as sanitiser and detergents must adhere to the

Toilets - adopt and implement practices to ensure that frequently touched areas and surfaces are cleaned regularly with detergent or disinfectant (including shared surfaces such as taps, basins,

standards set out by the Office of Industrial Relations.



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benches, hand drying equipment/paper towel dispensers, doors/door handles, locks on toilets, cistern buttons, etc.). Cleaning practices to be implemented in accordance with Office of Industrial Relations.

