

Business preparation for COVID-19 in the community

As employers, being as prepared as possible for COVID in the community and working to mitigate its impacts through good business continuity planning and exercises are the best things we can do to keep operating.

The key aim is to put strategies in place to slow/prevent the spread by separating staff members - this minimises the risk of an entire workplace having to isolate at any one time.

The link below is an important guide to business continuity planning:

<https://www.arphs.health.nz/assets/Uploads/Resources/Disease-and-illness/Coronavirus/Information-for-workplaces/COVID-19-guidance-pack-for-workplaces.pdf>.

More guidance on how to plan for COVID in your workplace will be available from the Government soon.

Get ready

- Familiarise yourself with the traffic light system and ensure you know what you can do under red, orange and green. Consider your resourcing under the traffic light system. E.g. in red assume there is a high likelihood that a staff member or guest has COVID – consider roster management and how you can create bubbles, flexible work arrangements, organise testing every two weeks, deep cleaning etc. Also consider staff members who live or socialise together.
- Make a business continuity plan and exercise it with your staff for so that if anyone catches COVID or has to self-isolate, you're ready and know what to do. Provide any equipment needed for people to be able to work from home if possible.
- Ensure public health measures are followed at work – scanning, mask wearing, physical distancing and hygiene practices.
- Encourage your staff to be personally prepared at home.
- Have good support networks in place – stay connected with your team members via phone or online to check in on their welfare.

Other resources

Please see below from the Ministry of Health which includes the playback of the zoom link and links to PDFs presented in last Friday's webinar on *Vaccine Pass use in workplaces and business settings, and employment matters under the new COVID-19 Protection Framework*.

A large number of questions came up throughout the webinar, and hopefully answers were provided for many of these during the presentations. The MOH will review questions and make best efforts to communicate answers in MBIE's forthcoming sector guidance, at [covid19.govt.nz](https://www.covid19.govt.nz), and through other communications channels.

Please also keep watch at [business.govt.nz](https://www.business.govt.nz) for the latest business specific information to assist with preparations to operate under the new COVID-19 Protection Framework. The latest [business specific information about the use of My Vaccine Pass and the soon to be released, NZ Pass Verifier smartphone app, is available here.](#)

Playback webinar recording

Watch recording <https://mbie.zoom.us/rec/share> [Webinar begins at 1:00 minute]

Access password s\$9hLMy\$

Presentations

Presentations from the three presenters are below:

Workplace requirements - [MBIE Presentation](#)

My Covid Record and Vaccine Passes - [Ministry of Health Presentation](#)

Vaccination Certificates - [Overview of rules](#)

Process for temporary exemptions from mandatory vaccination

You can read more about who can apply for an exemption and what criteria must be met, [here](#).