



Version 1.0 | Live from 3 December 2021

New Zealand COVID-19 Construction Protocols

New Zealand's COVID-19 Protection Framework specifies public health and social measures to be taken against COVID-19. We recognise that we must work together and implement workplace control measures to minimise risk to workers.

These protocols and attachments are to be read in conjunction with the COVID-19 – Standard for New Zealand Construction Operations and reflect how the requirements in the standard may be achieved. As we move between levels these protocols are expected to develop and evolve as requirements change from government and industry experience and are to be treated as working documents which will indicate what we need to do to operate and plan for the kinds of restrictions we may be required to put in place.

OUR COMMITMENT AS AN INDUSTRY:

- We are committed to working alongside Government to manage the spread of COVID-19.
- As an industry, we are united against COVID-19 and will do our utmost to protect our workers, the wider community and New Zealand.
- We know that we're in this together – this means trusting those we work with will keep us safe and that we'll do the same for them.
- We are committed to supporting a culture of good mental health and positive wellbeing for our construction community



For information on what COVID-19 is, what the symptoms are, and how it spreads, visit www.covid19.govt.nz

All sites must undertake a risk assessment of their activities which includes the risk of COVID-19.

EXAMPLE COVID-19 RISK ASSESSMENT TOOL.

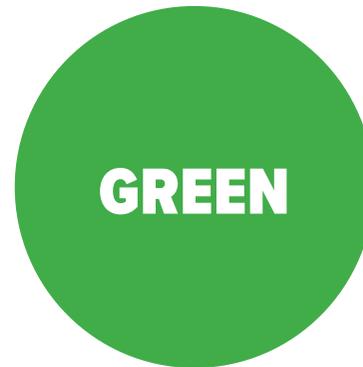
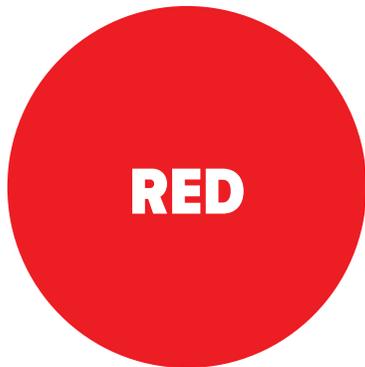
This is a risk assessment which has been developed for the construction industry as guidance, it may be added to or adjusted on a case by case basis considering the nature of the business or work.

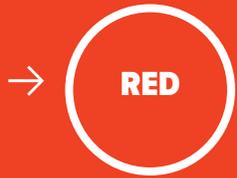


Where a risk assessment has been carried out and the site does not require vaccination to be mandated, additional controls (above the controls listed within the red, orange and green levels) should be implemented.



What Zone are you in?





Site operations under Red

[Click here for supporting resources](#)

Site entry



Keep a record of who is on site, and when, every day as you may be required to track back for contact tracing.

The business's official government QR code for the NZ COVID Tracer App must be displayed at all site entrances.

Limit visitors to site wherever possible.

Introduce staggered start, finish and break times where possible to avoid extensive intermingling to reduce potential of exposure.

Provide hygiene stations at entrances and require all workers and visitors to wash or sanitise their hands before entering and leaving the site.

Delivery drivers should remain in their vehicles if the load will allow it and must wash or clean their hands before unloading goods and materials.

Monitor site access points to enable physical distancing when entering site and interfacing with the public – you may need to change the number of access points, increase to reduce congestion or decrease to enable monitoring.

Signage reminding workers of the COVID-19 protocols and hygiene practices will be posted at the site entrance and in common areas where appropriate.

Site operations



A COVID-19 Response plan must be available and accessible on site for managing a suspected or confirmed case of COVID-19 at work.

Additional hygiene and sanitary measures are to be implemented on site to prevent the spread of COVID-19 e.g. hand washing stations, provision of additional hand sanitizer, provision of disinfectant wiping products.

Greater focus on cleaning processes as per the cleaning guide in supporting resources.

Clean shared vehicles before and after use.

Increase ventilation in enclosed spaces.

Keep team sizes as small as possible or create work 'bubbles' to minimise the operational impact of a positive COVID-19 case on your wider team.

Work site is to be segregated into zones (or by other methods) as much as possible to keep different teams/trades physically separated at all times.

Where possible, apply a one-way system in high-traffic areas, such as lifts, stairwells and scaffolds.

Where practical, all office employees supporting a project work remotely.

One member of the crew nominated to receive supplies etc. Keep the engagement with the other person as brief as possible and maintain a one metre physical distance.

Ask for paperwork to be emailed rather than handed over as much as possible: If unavoidable, then either wear gloves when handling the item or wash hands before and after handling said items.

All waste and disposable PPE must be removed from site and appropriately disposed of.

Face coverings

All workers interacting face-to-face with the public must wear a face covering while at work. Use risk assessment for determining the appropriate face covering.

- If you are entering a private home, you should also request the people in the home to wear a mask while you are there.

Site Meetings and Inductions

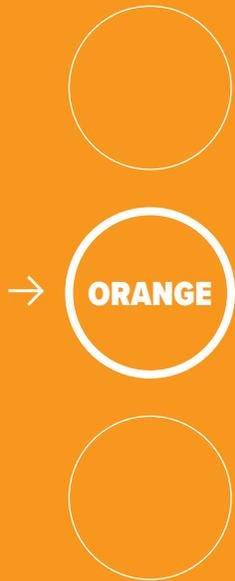
Meetings are to be held through teleconferencing or videoconferencing where possible.

For face-to-face indoor meetings, only absolutely necessary participants should attend and records kept.

- Rooms should be well ventilated/windows open.
- Hold meetings in open areas where possible.
- Keep teams or work 'bubbles' separated using physical distancing.

Where a risk assessment has been carried out and the site/activity does not require vaccination to be mandated additional controls for non-vaccinated sites should be implemented.

[Additional controls for sites which do not require vaccination.](#)



Site operations under Orange

[Click here for supporting resources](#)

Site entry



Keep a record of who is on site, and when, every day as you may be required to track back for contact tracing.

The business's official government QR code for the NZ COVID Tracer App must be displayed at all site entrances.

Limit visitors to site where ever possible.

Provide hygiene stations at entrances and require all workers and visitors to wash or sanitise their hands before entering and leaving the site.

Signage reminding workers of the COVID-19 protocols and hygiene practices will be posted at the site entrance and in common areas where appropriate.

Site operations



A COVID-19 Response plan must be available and accessible on site for managing a suspected or confirmed case of COVID-19 at work.

Additional hygiene and sanitary measures are to be implemented on site to prevent the spread of COVID-19 e.g. hand washing stations, provision of additional hand sanitizer, provision of disinfectant wiping products.

Clean shared vehicles before and after use.

Keep team sizes as small as possible or create work 'bubbles' to minimise the operational impact of a positive covid-19 case on your wider team.

Where practical, all office employees supporting a project work remotely.

All waste and disposable PPE must be removed from site and appropriately disposed of.

Face coverings

All workers interacting face-to-face with the public must wear a face covering while at work. Use risk assessment for determining the appropriate face covering.

- If you are entering a private home, you should also request the people in the home to wear a mask while you are there.

Site Meetings and Inductions

Meetings are to be held through teleconferencing or video conferencing where possible.

For face-to-face indoor meetings, only absolutely necessary participants should and records kept.

- Hold meetings in open areas where possible.
- Rooms should be well ventilated/windows opened to allow fresh air circulation.
- Keep teams or work 'bubbles' separated using physical distancing

Where a risk assessment has been carried out and the site/activity does not require vaccination to be mandated additional controls for non-vaccinated sites should be considered.

[Additional controls for sites which do not require vaccination.](#)





Site operations under Green

[Click here for supporting resources](#)

Site entry



Keep a record of who is on site, and when, every day as you may be required to track back for contact tracing.

The business's official government QR code for the NZ COVID Tracer App must be displayed at all site entrances.

Provide hygiene stations at entrances for workers and visitors to wash or sanitise their hands before entering and leaving the site.

Signage reminding workers of the COVID-19 protocols and hygiene practices will be posted at the site entrance and in common areas where appropriate.

Site operations



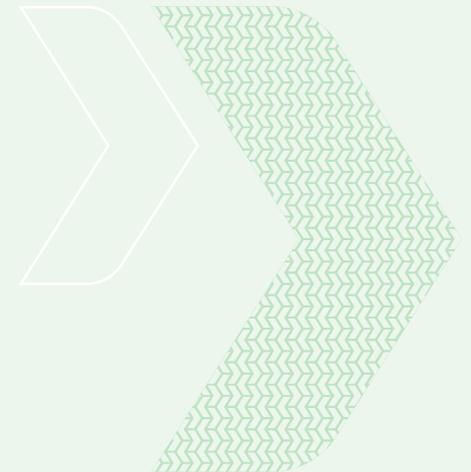
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Additional hygiene and sanitary measures are to be implemented on site to prevent the spread of COVID-19 e.g. hand washing stations, provision of additional hand sanitizer, provision of disinfectant wiping products.

All waste and disposable PPE must be removed from site and appropriately disposed of.

Where a risk assessment has been carried out and the site/activity does not require vaccination to be mandated additional controls for non-vaccinated sites may be implemented.

[Additional controls for sites which do not require vaccination.](#)



Additional controls

SUGGESTED ADDITIONAL CONTROLS WHERE FULL VACCINATION IS NOT MANDATORY

Where a risk assessment has been carried out and the site/activity does not require full vaccination to be mandated additional controls should be implemented.

DEPENDING ON LEVEL, THESE CONTROLS COULD INCLUDE:



Increased surveillance of symptoms



Physical Distancing



Compulsory testing



Maintain work bubbles



Evidence of having had a COVID-19 test administered and returned a negative test no more than 72 hours before entry to site



Requirement of face covering on site



Supporting Resources

FAQS

SUPPORTING RESOURCES TO HELP IMPLEMENT THESE PROTOCOLS ON SITE:



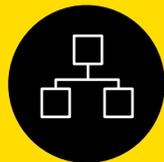
[Managers Checklist](#)



[Risk Assessment guide for vaccination](#)



[Vaccination Information](#)



[COVID-19 Response plan](#)



[Government travel guide and boundary restrictions](#)



[Posters and Signage](#)



[Sign-in register](#)



[COVID-19 Contact Type Definitions and Processes](#)



[Cleaning and Hygiene Guide](#)



[MATES in Construction Manager Guides](#)



[Personal health flowchart](#)



[Returning home after work guide](#)



[Mates in Construction Mental Health Guides](#)



[Safe practices when using face masks on site](#)



[Safe practices when using gloves on site](#)

HELP SERVICES

Healthline
call 0800 358 5453
health.govt.nz

Unite Against COVID-19
covid19.govt.nz

National Telehealth Service
1737.org.nz

Mental Health Foundation
mentalhealth.org.nz

MATES in Construction
0800 111 315
mates.net.nz

Site Signage

SAFE PRACTICES WHEN USING
FACE MASKS ON SITE



WASH YOUR HANDS
WITH SOAP AND WATER



STOP THE SPREAD OF
CORONAVIRUS (COVID-19)



THIS IS A
VACCINATED SITE



SAFE PRACTICES WHEN USING
GLOVES ON SITE



VACCINATION POSTER
LET'S KEEP BUILDING TOGETHER.



PROTECT YOURSELF AND
YOUR WORKMATES AGAINST COVID-19



MATES IN CONSTRUCTION
MENTAL HEALTH SUPPORT



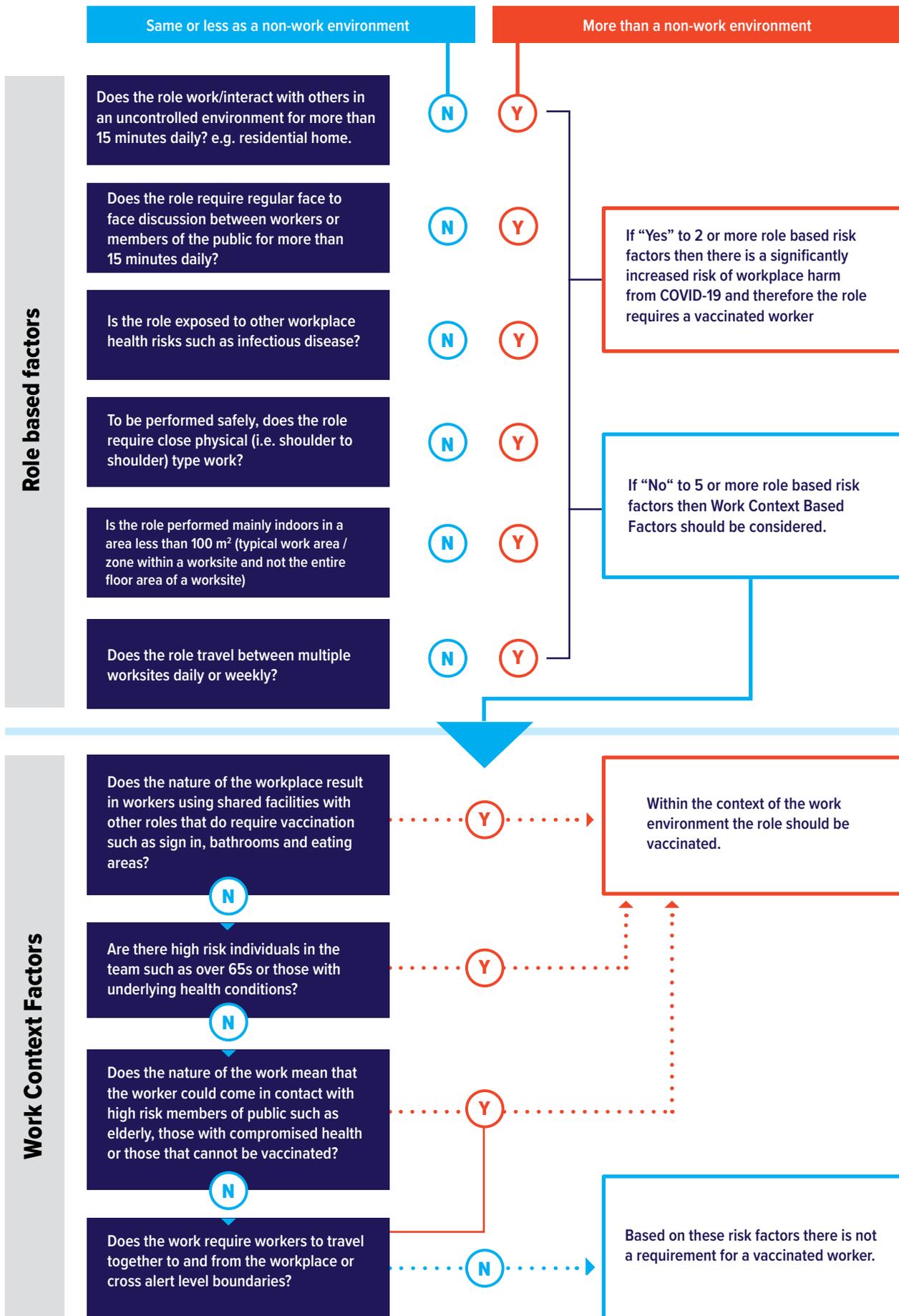
Manager's Checklist

- Don't forget your normal health and safety obligations still apply. These Protocols are in addition to your usual health and safety controls.
- Vaccination is an additional protection for all workers against Covid-19 including the Delta variant. Communicate the facts and benefits to workers included [here](#).
- See the latest government guidance for travel under the COVID-19 protection framework [here](#).
- Have an up-to-date site plan that is communicated and agreed with the appropriate persons. This plan must be aligned to the New Zealand COVID-19 Construction Protocols.
- Each contractor must have a plan detailing the steps they will take to mitigate risks, including those presented by COVID-19. The details of the plan must be communicated to appropriate workers before they start work.
- You must have a COVID-19 response plan in place to identify processes for dealing with suspected and confirmed COVID-19 cases.
- Maintain a sign-in register and of all workers in the event of an exposure to COVID-19.
- Stay in contact with workers who may be in isolation or working remotely. Assist workers to access mental health and wellbeing information. Free call or text 1737 any time for support from a trained counsellor, or use the resources created by MATES in Construction available [here](#).
- Hold Toolbox Talks regularly to keep workers up to date with COVID-19 protocols as we move between stages. Ensure all workers understand when additional PPE may be required due to COVID-19 and that workers have access to the correct PPE as per the [Ministry of Health PPE Guide](#) and WorkSafe guidelines.
- When the site moves between levels, all workers must complete a re-induction to the site with the COVID-19 Controls Plan before coming on site.
- Establishment of communication channels for workers to raise any concerns about the effectiveness of COVID-19 controls or identify improvement opportunities.
- Confirm that higher risk workers have been identified as per the [COVID-19.govt.nz guidelines](#) and that they have discussed with their employer and or health advisor ways to keep safe while at work, if they cannot work from home and want to return to work.
- Review mental health tips to use on site available in the COVID-19 Construction Protocols resource section.

PART A

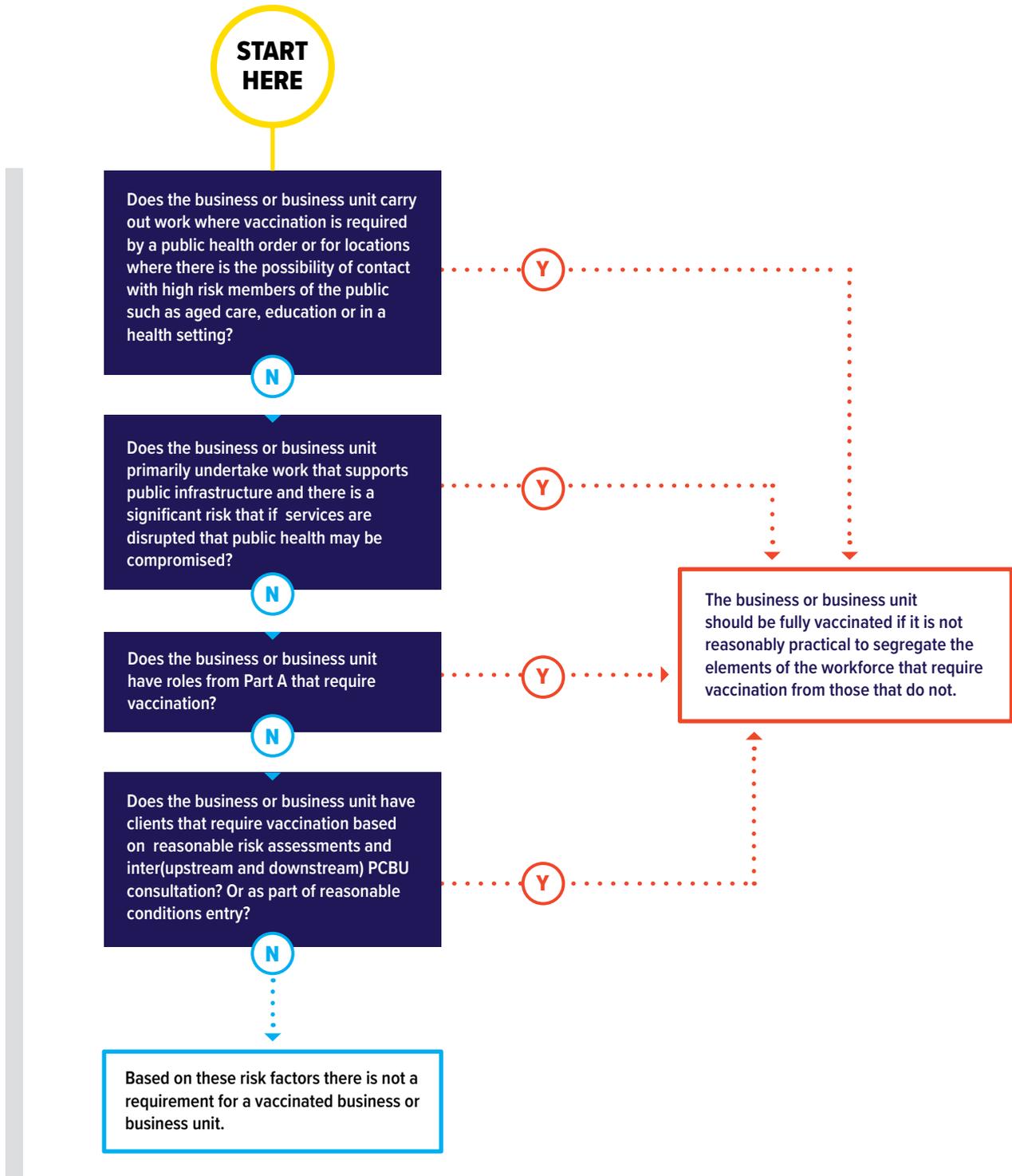
Example risk assessment for whether specific role(s) or class of roles be fully vaccinated*

*In the case of a medical exemption, a separate risk assessment should be performed on a case by case basis to see whether a person can do the work.



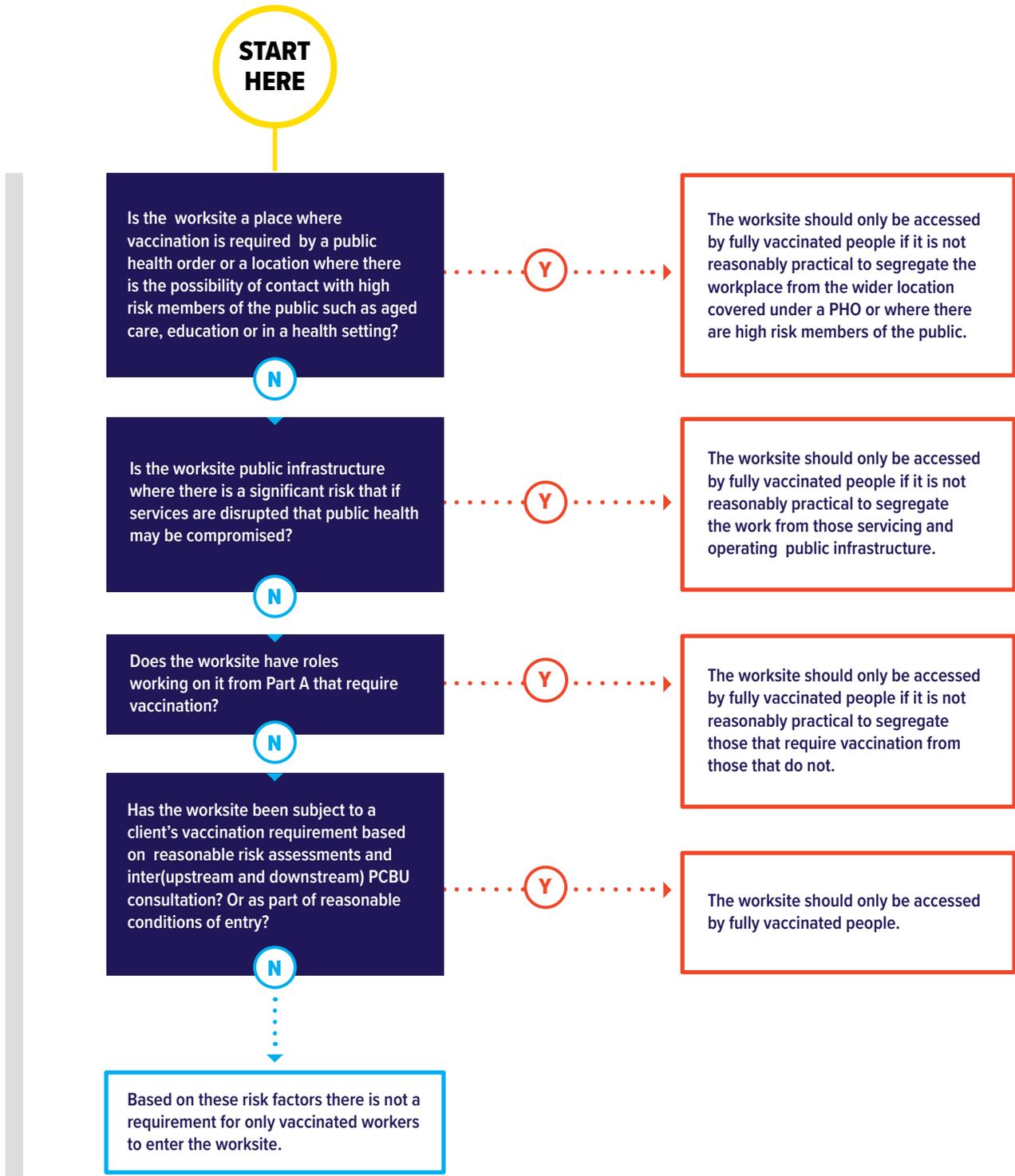
Example risk assessment for whether a business or business unit should be fully vaccinated*

*In the case of a medical exemption, a separate risk assessment should be performed on a case by case basis to see whether a person can do the work.

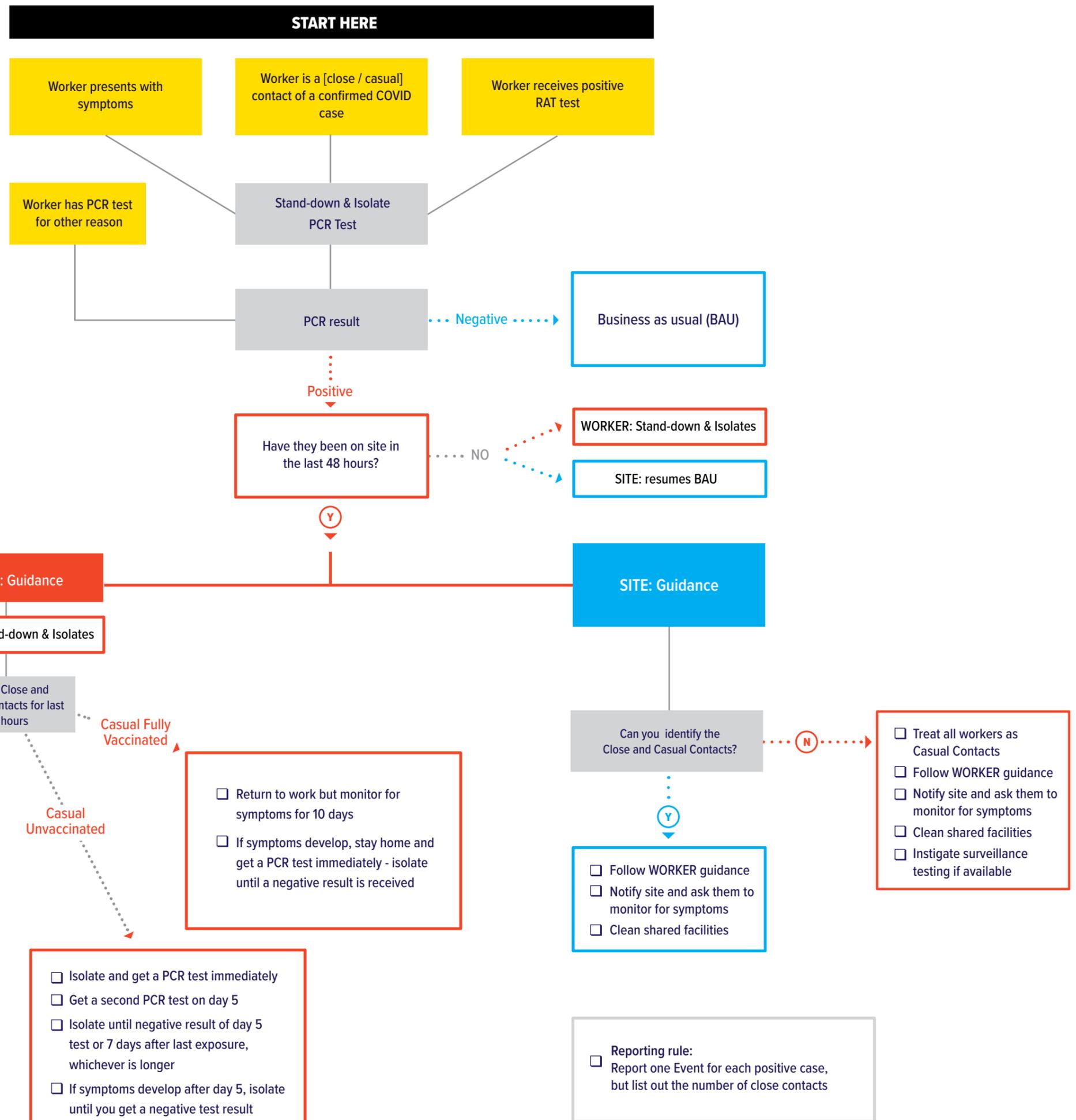


Example risk assessment for whether a specific worksite site should only be accessed by fully vaccinated people*

*In the case of a medical exemption, a separate risk assessment should be performed on a case by case basis to see whether a person can enter the worksite.



COVID-19 Response Plan Flow Chart



COVID-19 Contact Type Definitions

Close Contact

- People who are identified as Close Contacts may live, work or have been in the same place at the same time as someone who is infectious with COVID-19 e.g. they have may traveled on a plane or attend the same school as someone who is a positive COVID-19 case.
- Any person who receives an orange Bluetooth notification via the NZ COVID Tracer app is considered a Close Contact. The notification will provide advice about what to do and it is important to follow these instructions.
- These people may also receive a yellow QR notification for a location of interest via the NZ COVID-19 Tracer App.
- Face-to-face contact in any setting within two metres of a case for 15 minutes or more.
- Having been in a closed environment (e.g. a classroom, hospital waiting room, or conveyance other than aircraft) within 2 metres of a case for 15 minutes or more; or in a higher-risk closed environment for 15 minutes or more as determined by the local Medical Officer of Health.

Secondary contact

Secondary Contacts are household members of a Close Contact or Close Plus Contact.

If someone in your household or bubble has been asked to isolate because they were at a location of interest AND you are also unvaccinated, you are advised to stay at home until they receive a negative test result from their day 5 test. If this person becomes symptomatic after day 5, you need to stay at home or in your accommodation until they return another negative test result.

If you've been in contact with a person who has been asked to stay at home and get a test after five days, you do not need stay at home or get tested. Only unvaccinated people are considered secondary contacts.

Casual Contact

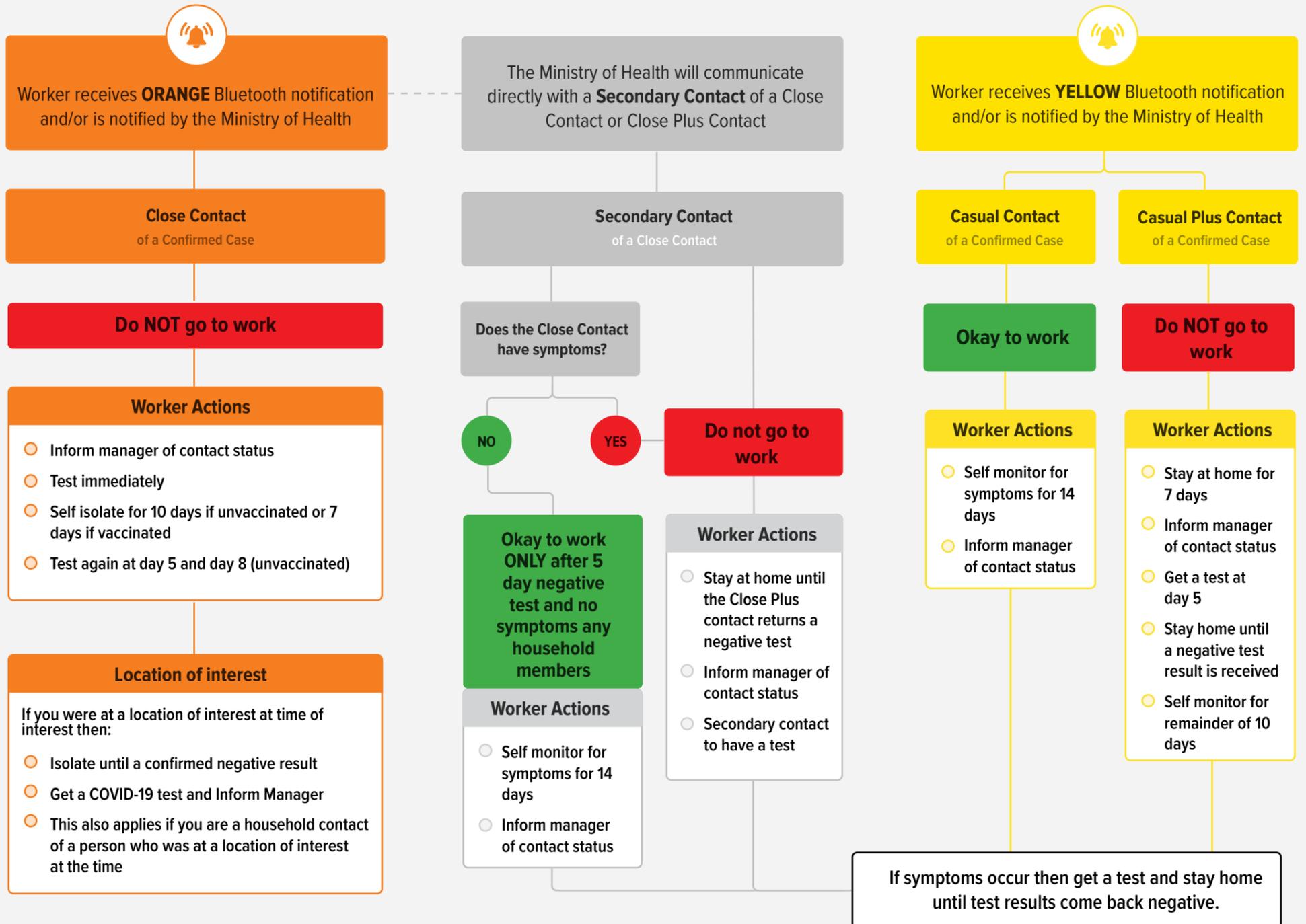
- Casual Contacts are people who have been in the same place at the same time as someone infectious with COVID-19 but may not have been near the infectious person. Casual Contacts are at lower risk of getting sick with COVID-19.
- These people may receive a yellow QR notification for a location of interest via the NZ COVID Tracer app. These people may also receive a yellow QR notification for a location of interest via the NZ COVID-19 Tracer App.
- The notification will provide advice about what to do and a link for more information.

Casual Plus Contact

- Casual Plus Contacts are not fully vaccinated people and have been in the same place (Location of Interest) at the same time, near someone infectious with COVID-19.
- For Casual Plus Contacts, their contact was where there is higher risk for transmission than Casual contacts.
- These people may receive a yellow QR notification for a location of interest via the NZ COVID-19 Tracer App.
- The notification will provide advice about what to do and a link for more information.

COVID-19 Contact Classification Process

What the worker should do



What to do on-site

Worker is SELF MONITORING or SELF ISOLATING but has not tested positive

- Communicate with and support the worker
- Respect their privacy
- Maintain hygiene standards on site
- Ensure all workers are well when coming to work

Worker is a CONFIRMED CASE

- Communicate with workers to advise them that they need to self-isolate for 14 days and await call/notification from local Public Health Unit or the Ministry of Health. If no call has been received after 48 hours, workers should contact Healthline.
- Workplace conducts deep cleaning and can continue to operate if safe to do so at an operational level.

For additional advice please contact Healthline on **0800 358 5453**

For up to date guidance visit the **Ministry of Health** website

For COVID testing information visit the **Health Point** website

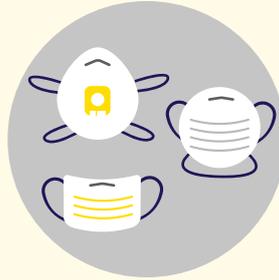
In all cases advice from public health officials will supersede the information provided in this flow chart

Safe practices when using face masks on site



Wash hands first

Always make sure you wash your hands thoroughly before and after touching a mask.



Masks

There are many different kinds of masks, depending on the task.



The right side

There is a metal clip at the top of the mask.



Placement

Place the metal clip across the top of your nose.



Attach the mask

Attach the mask by pulling the elastic bands over your ears.



Stretch down

Stretch the mask down, so that it covers your chin.



Adjust

Bend the metal clip around your nose so that it sits securely.



Taking off the mask

Pull the elastic bands away from your ears.



Disposal

Always place the used mask in a closed rubbish bin for secure disposal.

Safe practices when using gloves on site

You will need to use gloves:



Any time you are completing a manual task
Use your usual work safety gloves.



If you are cleaning any surfaces
Use disposable gloves for this and throw them in the bin when you finish cleaning.

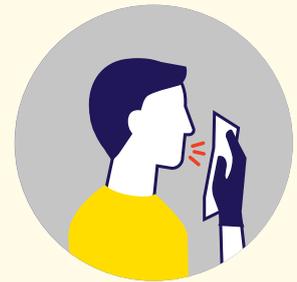
Remember to:



Avoid touching your face while wearing gloves

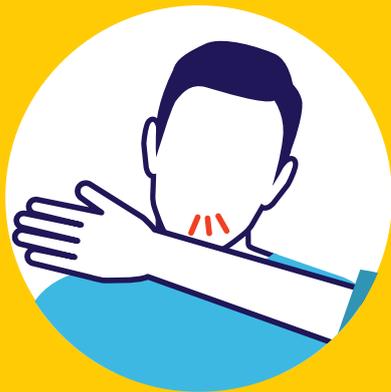


Remove your gloves and then wash your hands prior to eating, drinking or smoking/vaping



Practice good hand hygiene and good cough and sneeze etiquette while wearing gloves

Protect yourself and your workmates against COVID-19



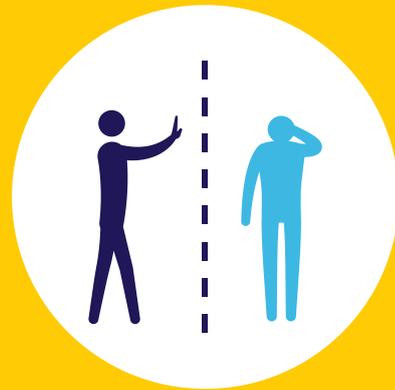
Cover your coughs or sneezes with tissues or your elbow



Put your used tissue in the rubbish bin or in a plastic bag



Wash and dry your hands often, especially after coughing or sneezing – use soap or hand sanitiser



Stay away from others if you're unwell

Protect your family/whanau from COVID-19 (coronavirus)

This advice is from The New Zealand Ministry of Health

For more information about COVID-19 visit health.govt.nz/COVID-19

COVID-19 Health Advice
0800 358 5453

For international SIMs calls
+64 9 358 5453

Wash your hands often and thoroughly with soap and water for at least 20 seconds to prevent spreading germs.



Wet your hands under clean running water. Use warm water if available.



Put soap on your hands and wash for 20 seconds. Liquid soap is best.



Rub on both sides of both hands...



and in between fingers and thumbs...



and round and round both hands.



Rinse all the soap off under clean running water. Use warm water if available.



Dry your hands all over for 20 seconds. Using a paper towel is best (or, if at home, a clean dry towel).

STOP THE SPREAD OF CORONAVIRUS (COVID-19)

Are you experiencing
shortness of breath?



Do you have a high
temperature (at least 38°C)?



Are you coughing?



If so, please **DO NOT ENTER** this site.
If you have these symptoms call Healthline
on **0800 358 5453**

Cleaning and Hygiene Guide

Construction sites operating in the wake of the Coronavirus COVID-19 pandemic need to ensure they are protecting their workforce and minimising the risk of spread of infection.

Key cleaning tips

- All offices and jobsites should implement sufficient cleaning measures of common areas as recommended by the Ministry of Health and to help minimise the spread of COVID-19.
- Regular cleaning of the workplace environment will minimise the spread of infection by reducing workers' contact with contaminated surfaces.
- Clean surfaces with a suitable cleaner and/or disinfectant and follow the manufacturer's instructions for use. When choosing a suitable cleaning product, consider what the product is effective against and the length of time the product needs to be left on a surface to clean it properly.
- Where possible, use disposable cloths or paper towels to clean surfaces. Provide suitable and sufficient rubbish bins in these areas with regular removal and disposal. Reusable cloths should be disinfected and then dried after use, as bacteria and viruses can still survive on damp cloths.

Common areas may include:



Toilet facilities



Reception and sign in areas



Smoko room



Wash items
Towels, tea towels and other fabrics and dry thoroughly outside or with a dryer



Doors/door handles
Look at all reasonable opportunities to remove them



High-touch public surfaces
Stairwell handrails, door handles, tabletops, lift buttons, microwaves and other kitchen surfaces

Hand Washing

- Provide additional hand washing facilities to the usual welfare facilities on large, spread out sites or significant numbers of personnel on site.
- Ensure soap and fresh water is readily available and kept topped up at all times.
- Provide hand sanitiser where hand washing facilities are unavailable.
- Regularly clean the hand washing facilities and check soap and sanitiser levels.
- Sites will need extra supplies of soap, hand sanitiser and paper towels and these should be securely stored.

Hand washing



Wet your hands under clean running water. Use warm water if available.



Put soap on your hands and wash for 20 seconds. Liquid soap is best.



Rub on both sides of both hands...



and in between fingers and thumbs...



and round and round both hands.



Rinse all the soap off under clean running water. Use warm water if available.



Dry your hands all over for 20 seconds. Using a paper towel is best.

Steps provided by Ministry of Health's guide to hand washing

LET'S KEEP BUILDING TOGETHER.

**Get your Covid-19
vaccination**



COVID-19 Vaccination Information

Vaccination is an additional protection for all workers against Covid-19 including the Delta variant.

Employers that may ask their workers to work under emergency situations such as plumbers, electricians, builders, temporary traffic management and roofers should prioritise themselves and their workers to be vaccinated.

Employers and Managers should communicate the [facts and benefits of COVID vaccination to workers.](#)

Businesses should support workers to receive the vaccine. It is in their best interest to do so in that it is an additional preventative control that will prevent transmission of the virus and minimise business disruption.

With the workers consent, employers are encouraged to keep a confidential record of their vaccination status. Even an initial vaccination assists in controlling the health effects of COVID-19.

Details around how to book or register for a vaccine are available [here.](#)

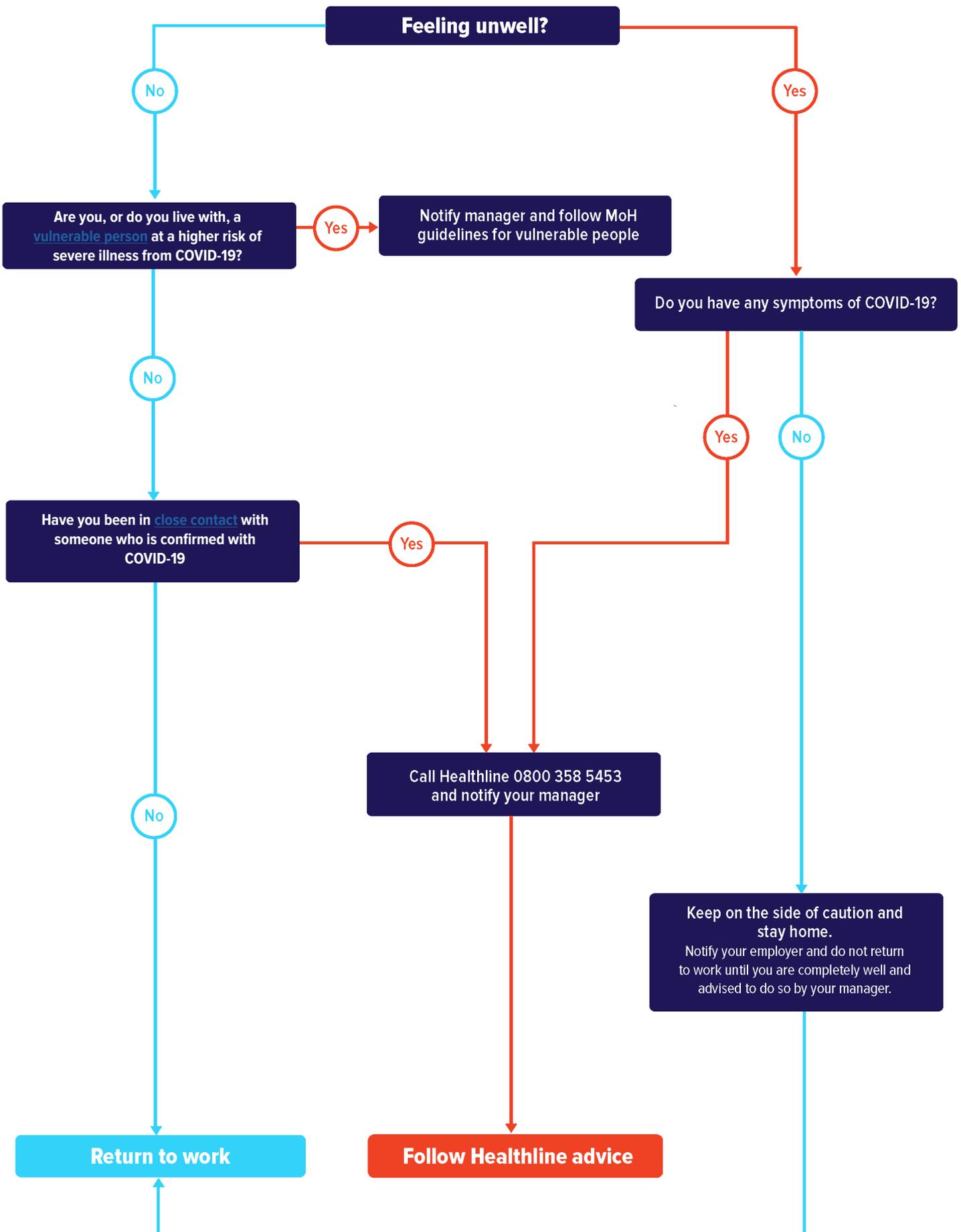


If a worker has not been vaccinated (through choice or medical exemption) or has chosen not to disclose their vaccination status:

- Employers should have a conversation with these workers about their situation and talk through how they can work safely (which may include a risk assessment), and what controls are in place to enable a return to work.

Guidance on work only to be conducted by vaccinated workers is available from WorkSafe [here.](#)

Personal Health Flowchart



Returning home after work

Stopping the spread of COVID-19 from work to home

To stop the possible spread of COVID-19, it is important that when you return home after work, you take all the necessary precautions to ensure that you and everyone in your bubble are safe. Here are four simple guidelines to follow:



No touching

When you return home, try not to touch anything until you have cleaned your hands properly.



Shoes

Remove your shoes, do not walk through the house with them on - leave them outside.



Items

Leave non-essential items at work and disinfect items you have used at work that you have to keep with you, e.g. mobile phones.



Clothes and bags

Place your clothes and bags in a container and wash in a hot washing machine cycle.



Shower

Have a shower and make sure to clean your hands, wrists, arms, neck, nails and areas that might have been exposed.

STOP!

Proof of vaccination required for entry

**Please prepare to present My Vaccine Pass
or complete the My Vaccine Pass Declaration on Sign In.**

