

The Five Step Guide for Returning to Work - Alert Level 1

Before arriving on site



All workers should follow the [Personal Health Flowchart](#) to confirm they are safe to be on site.

Site entry



Use your existing sign-in process or the example [Sign-in Register](#) for contact tracing purposes.

[Signage](#) reminding workers of the COVID-19 protocols will be posted at the site entrance and in common areas where appropriate.

Site operations



All offices and jobsites must implement cleaning measures as per the [Cleaning and Hygiene Guide](#).

Toolbox talks should be held to communicate the information contained in these protocols. A [COVID-19 Toolbox Talk](#) is available for use to assist with your Toolbox Talks.

A COVID-19 [Response Plan](#) must be available and accessible on site.

If you need to leave site for any reason, follow the sign-in and sign-out processes on exit and entry.

Leaving site



Workers must use the [Sign-in Register](#) to sign out.

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

Management Protocols



Use the Mental Health Protocol and 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](#).

You must have a COVID-19 [Response Plan](#) in place to identify processes for dealing with probable and confirmed COVID-19 cases.

Don't forget your normal health and safety obligations still apply. These protocols are in addition to your usual health and safety controls.

More information

Healthline

call 0800 3585453
www.health.govt.nz

Unite Against COVID-19

www.covid19.govt.nz

National Telehealth Service

1737.org.nz

Mental Health Foundation

www.mentalhealth.org.nz