

# **Contractor COVIDSafe Plan during lockdown**

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The ACT Government, through Major Projects ACT, has an exemption to perform Essential Projects during the current ACT Government's Public Health Orders (September 2021). This includes maintenance work at Ainslie and Gorman Arts Centres (A+G).

MAINTAIN 1.5M DISTANCING AND GOOD HYGIENE • STAY HOME IF UNWELL • FREQUENTLY CLEAN AND DISINFECT COMMUNAL AREAS • COVIDSAFE PLAN FOR WORKPLACES AND PREMISES

	<b>Contractor's COVID Safe Plan + COVID-19 Declaration</b>	<b>A+G Contractor Controls</b>	<b>A+G Internal Controls</b>
<b>Contractors in lockdown</b>	<p>All contractors are to provide their own COVIDSafe Plan to A+G Facilities Manager prior to being onsite. This plan must explain how the required tasks will be performed in compliance with the ACT Government Public Health Order restrictions for the construction industry.</p> <p>NO WORK is to commence onsite before the A+G Facility Manager signs off on the contractor's COVID Safe Plan.</p> <p>ACT-Construction-Covid-19-Requirements-3_9_2021.pdf</p> <p>All workers will be required to complete a Daily COVID-19 Induction form confirming the following declarations:</p> <ul style="list-style-type: none"> <li>• They are free from COVID-19 symptoms</li> <li>• They have not, in the preceeding 14 days, been in contact with a confirmed case of COVID-19</li> <li>• They have not been identified as a close or casual contact or have been directed to self-isolate or self-quarantine by ACT Health or any other jurisdiction</li> <li>• Can provide evidence of their address in the ACT or surrounding Canberra region defined by the border resident post codes (e.g. Driver's license).</li> </ul> <p>These forms are to be emailed to the A+G Facility Manager prior to being onsite (mauro@agac.com.au)</p>	<p>Contractors are to observe all ACT Government lockdown rules, including mask wearing and social distancing at all times.</p> <p>All workers onsite are to be inducted into this A+G COVIDSafe Plan. Inductions should happen prior to being onsite or at the start of their shifts.</p> <p>Contractors must not attend the site without the prior consent of the A+G Facilities Manager. A+G reserves the right to refuse entry to unscheduled contractor visits.</p> <p>Contractors must notify the A+G Facilities Manager immediately upon arriving onsite. This can be done by the supervisor of contractor once their workers are present and accounted for.</p> <p>All workers must have submitted their COVID-19 Declaration forms to the A+G Facilities Manager prior to the commencement of their shift. No declaration = NO SHIFT.</p> <p>All workers must sign in using the Check in CBR app on their smart phone <u>and</u> the A+G contractor register.</p> <p>At Ainslie Arts Centre, the Check in CBR point is inside the Main Entrance. At Gorman, the check point is inside the Main Office OR as alternatively arranged for each project. At the start of your shift, if you enter another building at the site with a different QR code then sign in there also.</p> <p>The A+G Facilities Manager must be notified of all deliveries onto site.</p> <p>A+G Staff will undertake periodic checks to ensure compliance.</p> <p>As the contractors leave site at the end of the shift, they must notify this A+G Facility Manager.</p> <p>No kitchen facilities are provided currently onsite at A+G, workers are advised to make their own arrangements regarding this.</p> <p>One toilet block at each arts centre will be opened and regularly cleaned. Limitations on capacity of each toilet will be placed on each entrance.</p> <p>If working on site and a member of the public enquires why you are working, explain your work has exemptions under Major Projects ACT and that there is more information on our website, do not engage in conversations beyond this and keep physical distance.</p> <p>If working within on site and a resident approved to access the premises enquires about your work, explain your work has exemptions under Major Projects ACT and that there is more information on our website, do not engage in conversations beyond this and keep physical distance.</p> <p>If a contractor who works onsite becomes aware that they have tested positive with COVID-19, the contractor must report that to the Facilities Manager immediately.</p>	<p>Excluding cleaning and security, only one contracting company can work on each of our centres each day or at once. This is to limit contact between contracting companies. (This may not be required if we can keep contractors apart, for example in different buildings or areas of the site)</p> <p>Approved COVID-19 Safe Plan to be stored on MYBOS under contractor information.</p> <p>Regular cleaning of dedicated toilets being used by contractors.</p> <p>Regular COVID-19 cleaning of contractors work site, this will include sanitising of touch points, NOT cleaning up after a contractor – this is their own responsibility.</p> <p>COVID-19 Declaration for studio artists and other residents (as we are technically turning our site into a construction site, a similar declaration should apply to anyone on-site)</p> <p><b>HYGIENE</b> Hand sanitiser will be available on site for all workers to use.</p> <p>Sanitising of hand contact points regularly.</p> <p><b>COVID MARSHAL</b> For our sites, the A+G Facilities Manager takes on the responsibilities of the COVID-19 Marshal. The Facilities Manager may delegate a person to act on their behalf at times.</p> <p><b>COMMUNICATION</b> Website to publicly state there will be works carried out on our Arts Centres under an Exemption from Major Projects ACT.</p> <p>To internal stakeholders what work will be carried out and where, and a copy of this COVIDSafe Plan.</p>

# VENUE CAPACITIES

Maximum density limit (with 4m<sup>2</sup> per person physical distancing restriction)

Venue	Capacity
<b>Gorman Arts Centre</b>	
A Block (QL2 Dance theatre)	37
B Block hall	23
B Block meeting room (Gorman Commons)	2
B Block seminar room	8
C Block theatre	21
D Block (QL2 Dance Studio)	27
E Block (Ralph Wilson Theatre)	20
E Block (Seminar room)	6
F Block Hall	56
G Block (Gorman Main Hall)	27
H Dining (Sage Restaurant)	24
Dining courtyard (Mint Bar)	35
East and West Courtyards	200
<b>Ainslie Arts Centre</b>	
Rehearsal pods	1
Classroom 1	20
Classroom 2	14
All other classrooms (Rooms 4,5,6,11,13,14)	15
Reception Hall	51
Function room	20
Ainslie Main Hall	60