

Agribusiness checklist to prepare for a COVID safe future template

Protect yourself

- **Take the lead**, show your workers you are committed to a COVID-19 free workplace
- **Use the Check In Qld app** – workers and visitors must check in using the Check In Qld app
- **Get vaccinated – it's safe, effective and free, and is the best way to keep businesses open**
 - Promote the COVID-19 vaccine to your employees using the COVID-19 Vaccine for Agribusiness engagement hub
 - Support employees to get vaccinated e.g. allow time off or move shifts so they can attend vaccination appointments
- **Get tested** – check if a COVID-19 test is required for entry into Queensland; get tested immediately if you have COVID-19 symptoms and isolate until you get a negative result
- **Use the COVID safe checklist** and adopt a work health safety (WHS) plan for COVID-19 to reduce the risk of a COVID-19 positive case
 - Check staff are adhering to the COVID safe checklist and WHS plan and have records available if require
 - Make sure that physical safeguards are being practiced (e.g. physical distancing, and hygiene)

Prepare for a COVID-19 positive

- **Adopt a business continuity plan with a range of scenarios** to manage positive COVID-19 cases. Watch these videos and access templates to support your planning
- **Monitor and refine** your business continuity planning
- **Follow all directions** given by Queensland Health if a worker tests positive to COVID-19
- **Keep up-to-date records** – be able to show that you and your staff have been adhering to the COVID safe checklist and WHS plan.