



MONBULK PRODUCE MARKET Covid-19 Management Plan

Objective.

The objective of this Plan is to outline the preventative measures to be taken to protect the health and safety of stallholders, market volunteers & customers and outline the actions to be taken in the event of a person being diagnosed with COVID-19 (commonly referred to as coronavirus) who has come into contact with The Monbulk Produce Market (MPM), at one of the MPM's events or meetings.

Scope.

This plan applies to all MPM volunteers, stallholders and customers.

Policy.

Our guiding principles as we continue to move forward:

1. Take steps to keep our people safe in the community.
2. Continue to serve our community to the highest standards possible.
3. Do our part to slow community spread of the virus.

As part of this commitment, the MPM has implemented a series of measures including:

- Displaying educational materials and signs regarding community hygiene and social distancing practices.
- Have a QR code available for market attendees, stallholders and volunteers as well as a contact-tracing sheet for individuals who can not use the QR code.
- Educating volunteers and stallholders on measures they can take to help reduce the spread of COVID-19.
- Requesting that each of the Monbulk Produce Market's stallholders provide hand sanitiser for customers, and take extra measures to work towards a contactless service.
- Providing anti-bacterial hand gel at the entrance and exit of the Market site for Market customer's use.
- Taking measure to control the number of people at the market to enable and encourage social distancing practices.
- Undertaking regular surveys to understand the wellbeing and necessary support for market volunteers and stallholders.

Additional measures will be implemented based on changing government advice.

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Procedures

How COVID-19 spreads; The World Health Organisation's information about the spread of COVID-19.

When someone who has COVID-19 coughs or exhales they release droplets of infected fluid. Most of these droplets fall on nearby surfaces and objects – such as desks, tables or telephones. People could catch COVID-19 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth. If they are standing within one metre of a person with COVID-19 they can catch it by breathing in droplets coughed out or exhaled.

In other words, COVID-19 spreads in a similar way to flu. Most people infected with COVID-19 experience mild symptoms and recover. However, some go on to experience more serious illness and may require hospital care. Risk of serious illness rises with age, people with weakened immune systems and people with conditions such as diabetes, heart and lung disease are also more vulnerable to serious illness.

The following procedure explains what to do and what will happen if you are unwell, suspect you may have COVID-19 or have come in to contact with someone who has been infected.

What if I suspect I have symptoms of COVID-19?

- It is important that you stay away from MPM meetings, community events and other volunteers or market stallholders if you have any symptoms (including mild symptoms) or have had to take simple medications (e.g. paracetamol), which may be masking the symptoms.
- If you have symptoms and suspect you may have COVID-19, you can contact the Coronavirus Health Information Line on 1800 020 080 for advice, or call your local GP
- Follow all medical advice to help your recovery from the symptoms including seeking a diagnosis of COVID-19 if appropriate
- Notify the Market Coordinator, Teresa Schroder; your privacy is our priority.
- You are required by the government, medical authorities, or acting on the advice of a medical practitioner to self-isolate while you wait for your results.

What if I am diagnosed with COVID-19?

- Notify the Market Coordinator, Teresa Schroder.
- Follow all medical advice to help your recovery from the virus.
- Once you have recovered from the virus symptoms, you must obtain written clearance from a medical practitioner confirming your ability to safely return to MPM meetings and events.

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What if I have come into Close Contact with someone diagnosed with COVID-19?

- Notify the Market Coordinator, Teresa Schroder, as soon as practicable.
- If you have been in close contact with the infected person or are the carer of an affected person, you may be required by the government or medical authorities or recommended by a medical practitioner to self-isolate.
- Monitor yourself for symptoms during the 14-day isolation period.
 - If you develop symptoms (even mild symptoms i.e. running a temperature, coughing, sore throat), contact the Coronavirus Health Information Line on 1800 020 080 for advice, or call your local GP.
- Follow all medical advice to help your recovery.

What will Monbulk Produce Market do if a person is diagnosed with COVID-19?

- On being advised of a positive diagnosis, a notification will be sent (via email) to all MPM volunteers and stallholders, advising each member to take measures to isolate and monitor himself or herself to determine if they also have been infected.
- Posts will be made on all MPM social media platforms to notify as much of the MPM community and customers as possible about the risk that the presence of the infected person poses them.
- Emails will also be sent for the immediate closure of possible infected locations.
- The infected location will undergo a comprehensive health-certified deep clean of the entire premises whilst closed. The duration of the closure will be determined based on external advice.
- Every attempt will be made to protect the privacy of an affected person or persons.
- MPM volunteers and stallholders will cooperate fully with close contact tracing efforts undertaken by government agencies:
 - You may be asked for a list of anyone you have had close contact with in the past 14 days following the MPM meeting. This includes, but is not limited to MPM volunteers, community members, and stallholders.
 - If you are found to have been in close contact with an infected person are at-risk of contracting COVID-19, you may be required to self-isolate by the government or medical authorities (see 'What if I have come in to contact with someone diagnosed with COVID-19?').
 - You may be asked to notify anyone in your personal or work life that the MPM community had a case of COVID19. Anyone you have had close contact with and who is at-risk of contracting the virus may also be required to self-isolate by the government or medical authorities and monitor themselves for symptoms.

Do I have to wear a facemask or covering?

As a community organisation we will conform to the safety restrictions implemented by the Victorian State Government. If these restrictions require individuals to wear masks within specific locations that the Market events are situated in, we will do so.

What if I refuse to wear a mask?

If you refuse to wear a mask or face covering when required to, and do not have exceptive documentation, you will not be allowed to attend the MPM meetings or events. Attending a MADCOW meeting or event without a facemask or covering may result in individual fines to you and organisational fines to Monbulk Produce Market, as determined by Victoria Police

Definitions

Close contact

A 'close contact' is defined as:

- Greater than 15 minutes of contact in any location that has had a confirmed case in the period extending from 24 hours before onset of symptoms in the confirmed case.
- Sharing a, indoor space with a confirmed case for a prolonged period (e.g. more than 2 hours) in the period extending from 24 hours before onset of symptoms in the confirmed case.
 - Definition drawn from the COVID-19 CDNA national guidelines for public health units.

<https://www1.health.gov.au/internet/main/publishing.nsf/Content/cdna-song-novel-coronavirus.htm>

Related Legislation/Standards of compliance

- Occupational Health and Safety Act 2004
- Occupational Health and Safety Regulations 2017 (Vic)
- AS/NZS ISO 31000:2009 Risk Management – principles and guidelines, Standards Australia
- AS/NZS ISO 5050:2010 Business continuity – managing disruption-related risk, Standards Australia

Approved by

Teresa Schroder, on behalf of Monbulk Produce Market Organising and Admin Team.

27/01/2021

Disclaimer

I have read and agreed with the specified guidelines and practices in this document, and will do my best to come alongside Monbulk Produce Market in working towards safety for our community.

NAME: _____.

SIGNATURE: _____.