

# Aoraki Construction – Covid-19 Alert Level 3 Induction

The Covid-19 Induction has been developed to outline the Operating Requirements while working on an Aoraki Construction site during Alert Level 3.

This induction has been developed for staff who have already completed the standard Site Induction. If you have not yet completed a Site Induction please contact one of the following people

Site	Name	Number
Sunset West	Kirk	027 527 1350
Treehouses	Lance	027 466 5204

# Covid-19

As you will be well aware the world is working to contain the Covid-19 pandemic.

As part of this we must all commit to doing our bit in limiting the spread of this disease.

As we start working again there will be a few things that we must do differently to ensure the success of our controls. This will ultimately protect your health and that of your family, friends and New Zealand.

We ask that everyone is patient and considerate of others on site during this period. If you have any question please don't hesitate to ask.

# Before Arriving at Site

## Travel

Where possible it is recommended that staff do not car pool to work, utilising their own personal vehicles or other forms of transport.

## Self Assessment

Staff must notify their manager if any of the following items are applicable to them **before attending site** if they have completed international travel within the last 14 days.

If they have been in contact with anyone who has been suspected or diagnosed with Covid-19.

If they are experiencing any of the following symptoms

- High temperature (fever)
- Cough
- Shortness of breath
- Sore throat
- Sneezing/ runny nose
- Temporary loss of smell

## PPE

Please ensure that you bring all your PPE to site. Aoraki Construction sites require the following PPE.



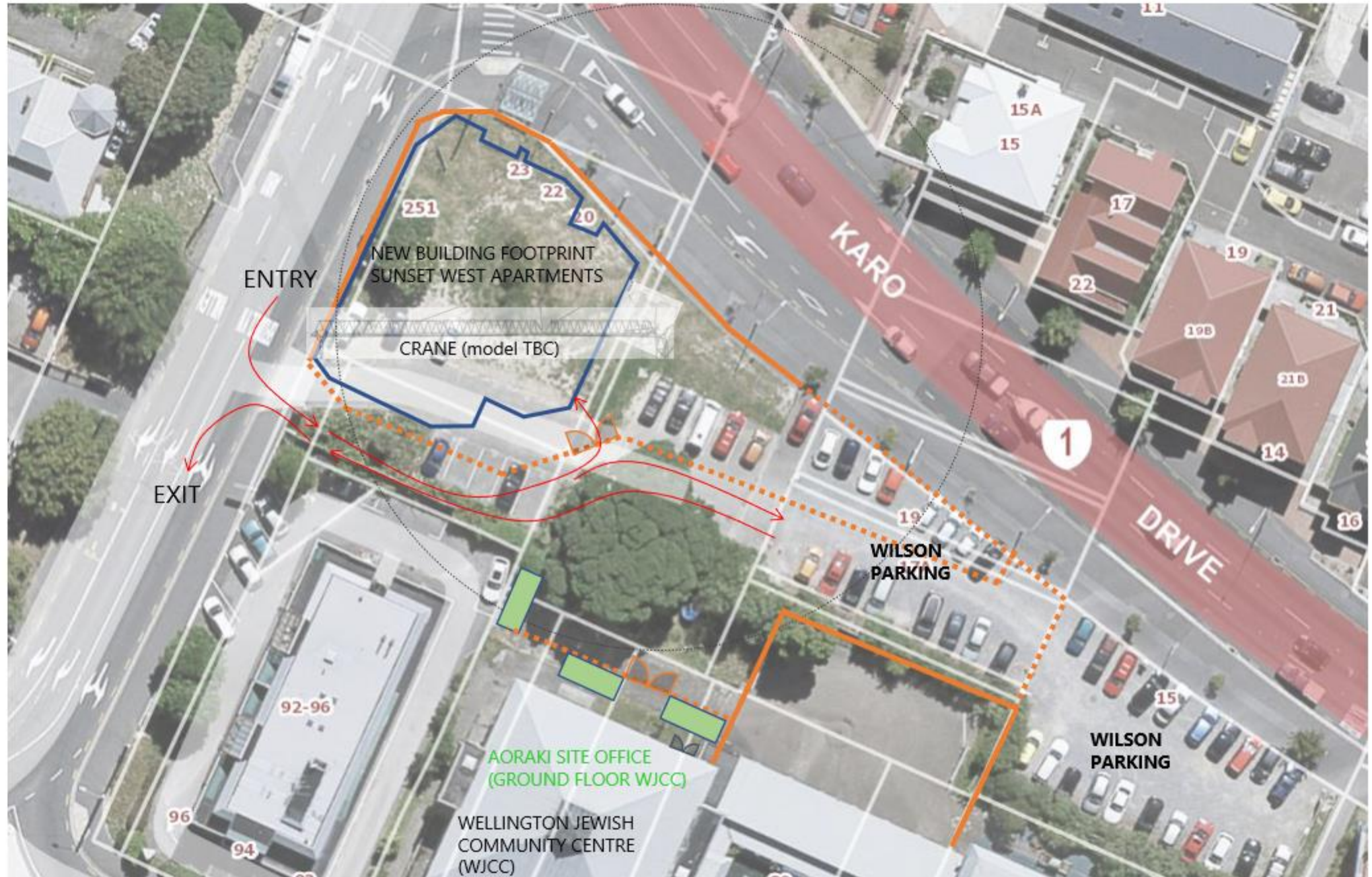
Hat, Hi-vis, Boots

**Additional PPE** may be required when undertaking works that require this as part of a Task Analysis.

# Changes to Site Access – Sunset West Project

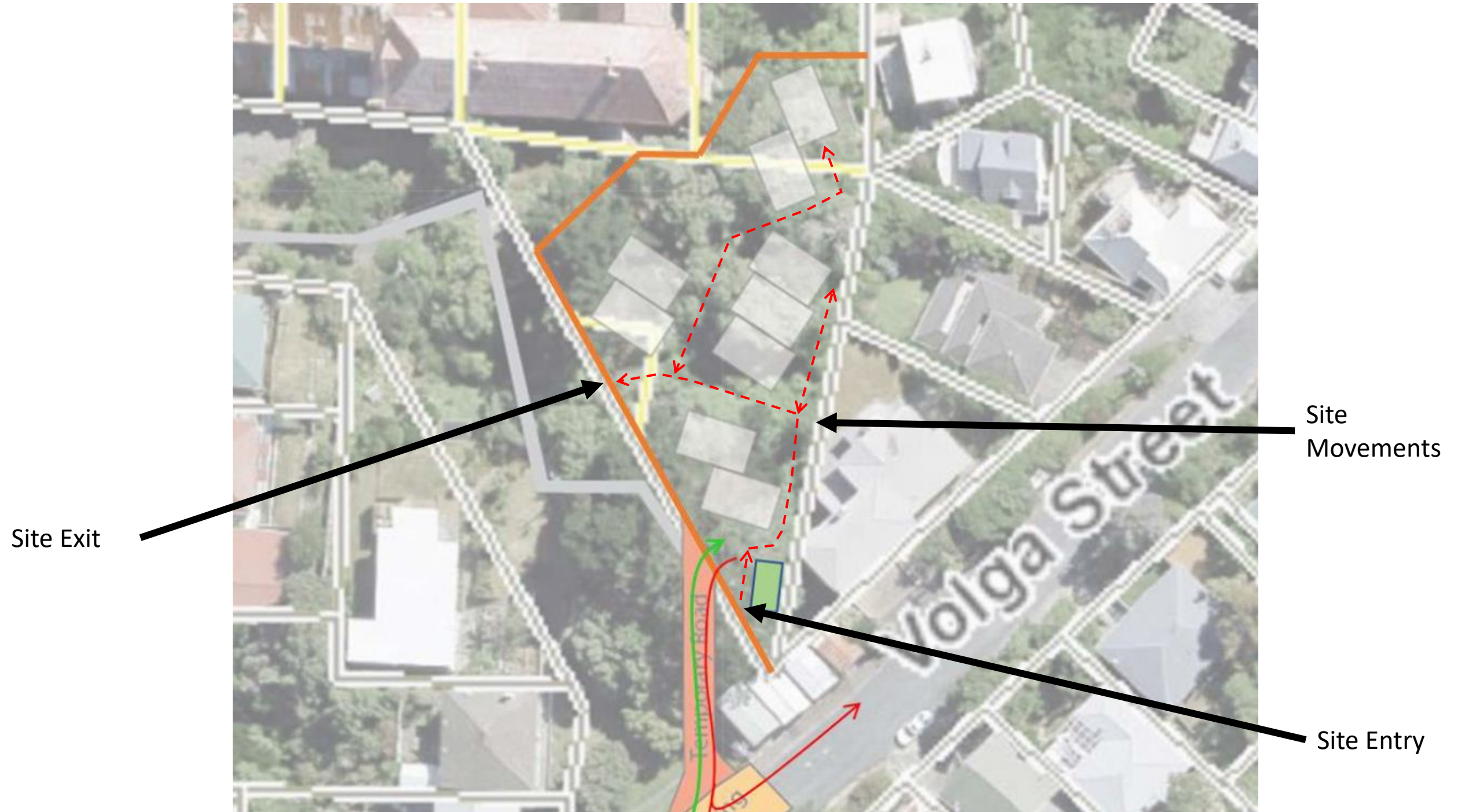
Site access routes have been changed to enhance the flow of people through site and limit congestion.

-  Solid ply hoarding
-  Mesh fencing
-  Car parks for WJCC
-  Initial Site containers
-  New doors into WJCC
-  Mesh fencing/gate



# Changes to Site Access – Treehouses Project

Site access routes have been changed to enhance the flow of people through site and limit congestion.



# Site Entry

**As you enter site please sanitise your hands.**

## Signing In

- All staff (including delivery drivers) must sign in using our online Sign In page.
- This can be completed using your cell phone. By accessing one of the following websites.

Site	Web Address
Either site	<a href="http://www.aorakiconstruction.co.nz">www.aorakiconstruction.co.nz</a> (Covid-19 link)
Either site	<a href="https://form.jotform.com/201051144462845">form.jotform.com/201051144462845</a>

# Working on Site

## Staff Proximity

- Reduce any possible contact between workers and to promote physical distancing wherever possible.
- If you can maintain 1m separation between you and other workers, standard construction PPE can be worn
- **Sub-contractors who's work requires them to be closer than 1m from other staff must notify Aoraki Construction prior to works and submit a Task Analysis detailing how the risks associated with Covid-19 transmission will be managed.**
- There will be a Zero Tolerance policy taken against people who breach the 1m separation requirement.

## Breaks/ Lunch

- If you can, bring a packed lunch to work.
- If you can, have lunch in your vehicles.
- If you don't have access to a vehicle, please schedule your breaks on the Daily Lunch Room Timetable
- Wipe down your lunch table after use.
- Wash your hands.
- Lunchrooms will have an additional clean twice a day.

## Toilets

- Flush toilets with the lid down.
- After using the restroom, please spray sanitiser on all surfaces you touch.
- Sanitise or wash your hands after cleaning.
- Restrooms will have an additional clean twice a day

## Deliveries

- All drivers to sign in
- Ensure physical distancing while unloading.

# Working on Site

## Site Meetings

- Where possible site meeting will be conducted via Video Conferencing. This will be discussed when the meetings are booked.

## Visitors

- Access to site is permitted to all staff working directly on the project.
- No site visitors will be permitted access to site during Alert Level 3

## Monitors

Both sites will have staff monitoring our compliance with the Covid-19 operational protocols.

- **Sunset Project – Kirk & Chris G**
- **Treehouses Project – Lance, Chris T & Sam**

## Leaving Site

We have now increased the size of our bubbles, it is recommended that all staff returning how complete the following:

- Remove your shoes and leave these at the door.
- When returning home, try not to touch anything before having a shower.
- Have a shower and make sure to clean your hands, wrists, arms, neck, nails and areas that might have been exposed.
- If you have been working in close proximity with other staff (less than 1m), wash you work clothes.



# A Case of Covid-19 on Site

In the event that a team member contracts Covid-19, we have developed a management plan that details to step we will take if this occurs. This can be found in the Aoraki Construction 'Covid-19 Operational Plan' that has been issued to all company's working on our projects.

A big help to the Ministry of Health in the event of a case on site is Contact Tracing. Our online Sign-In system will allow us to see who this person has been on site with while they have been at site. This is why we ask that all of us complete this when we arrive at site everyday.

## Questions

If you have any further questions about working on site please contact your employer or one of the team here at Aoraki Construction.