



NEW ZEALAND THOROUGHBRED BREEDERS'

COVID-19 SAFE PRACTICE GUIDE

If in doubt please refer to the government website: <https://covid19.govt.nz/>

Hygiene measures

When on the stud or agistment property, employers and contracted staff are required to maintain strict standards of personal hygiene:

- Provision and use of disinfectant buckets and sprays, or soap and running water located throughout the property for regular washing of hands:
 - On arrival and before departure from the workplace; and
 - Before and after eating or drinking; and
 - Before and after assisting another person around the horse (e.g. assisting horses into a crush); and
 - Before and after handling of equipment that is handled by more than one person.
- All persons must wash and wear clean clothes before and after work;
- Wearing of overalls and gloves for duties all when it is practical to do so;
- Use of disinfectant on all equipment that is used, particularly regular disinfectant of lead ropes and high contact areas on vehicles used during day to day tasks; and
- Assign a staff member to regularly disinfect surfaces that are often used such as toilets, benches, doors, gates, barrows, rakes, brooms, buckets.
- When unloading or loading a horse have the driver and any outside personnel stay in the vehicle when possible. Always observe safe distancing measures, wear protective clothing and disinfect head collars, lead ropes and any equipment travelling with the horse eg covers

Provide protective equipment and facilities

Overalls, gloves, and additional sites where disinfectant, hand sanitiser, or soap and running water is made available throughout the property,

Limit access to workplace from anyone other than essential workers

- i. Employer and staff must immediately return to residences as soon as work duties are complete.

- ii. Staff who are employed only for the purposes of office administration, or for maintenance of grounds, fencing and facilities (unless urgently required to attend to an issue that involves a safety or welfare concern to staff or horses); will be required to self-isolate at home.
- iii. Site visits by outside Vets or Farriers must be limited to urgent situations only, with initial assessment where possible by phone (e.g. Facetime).
- iv. Require home isolation in accordance with Government stipulation and prohibit the socialising of staff either at or away from the workplace.

Isolate staff and parts of workplace where the virus could spread

Employers and their stud staff as must work together to understand and comply with any measures that their employer dictates, in order to minimise the risks of transmission of COVID-19. These measures shall include but not be limited to the following:

Isolation

Employers must stand down from the roster and require self-isolation of any staff member who:

- Is aged 70 or over; or
- May be vulnerable to COVID-19 due to a medical condition; or
- Answers 'yes' to any of the 4 Health Assessment questions in (1) above.
- Is diagnosed or is suspected of having contracted COVID-19. In such an instance, the employer must ensure that: the staff member immediately self-isolates, follow Ministry of Health advice, and assist in contact tracing.

Contact Tracing

A daily logbook of all on-site staff to be maintained, with inclusion of any visiting suppliers or contractors (e.g. Vets/Farriers or any other person).

Health Assessments

Stud employers must maintain assessment of the health of themselves and each of their staff. Matters that must be assessed and confirmed at the commencement of each working day:

- a. Has the person been close contact with a confirmed or probable case of COVID-19?
- b. Has the person returned from overseas travel in the last 14 days, or has been in contact with another person who has returned from overseas travel in the last 14 days?
- c. Any raised temperature or other indication of illness or fever?
- d. Any indication of a cough, sore throat or shortness of breath?

If any one of the above four questions is a 'yes' then the person must revert to self-isolation, for at least a further 14 days.

A questionnaire is provided for Studs to require staff to complete each day.

Personal Responsibility

A person must inform their employer and self-isolate if they have cold or flu symptoms, including coughing, sneezing, runny nose, headache, aches or fever, or if they know or suspect that they have been in contact with a person suspected or confirmed as contracting COVID-19, or if they or a close contact has returned to NZ from overseas with the previous 14 days.

Any staff member must report their concern as to the health status of any other person in the workplace.

Ensure staff observe 'stay at home' rules at the end of the working day

As an agreed condition of employment, the student and agistment property employers must require:

- i. Student and agistment property staff must immediately return to residences as soon as work duties are complete.
- ii. Require home isolation in accordance with Government stipulation and prohibit the socialising of staff either at or away from the workplace.