## 1. Hand Sanitising stations

Hand Sanitising stations are mandatory at all ABCRA sanctioned shows. They must be located at minimum at all entry and exit points.

You must direct all attendees to practice good hygiene while at the Show. Good hygiene requires everyone to wash their hands regularly with soap and water for at least 20 seconds and drying them completely, preferably with clean, single-use paper towels. If paper towels are unavailable, other methods such as electric hand dryers can be used, however, hands will still need to be dried completely.

Everyone must wash and dry their hands:

- before and after eating
- after coughing or sneezing
- after going to the toilet, and
- when changing tasks and after touching potentially contaminated surfaces.

An alcohol-based hand sanitiser with at least 60% ethanol or 70% isopropanol as the active ingredient must be used as per the manufacturer's instructions when it is not possible to wash hands such as entry and exit points.

Signage detailing correct handwashing technique and hygiene practices (digital copies included in your event package) must be visible at all stations.

The Committee is responsible for the provision and maintenance of all hand sanitising stations. Refill and cleaning of the stations must be conducted regularly to maximise show attendee compliance.

## 2. Physical Distancing

**Why is physical distancing important?**

Physical distancing is necessary because the most likely way of catching the virus is by breathing in micro-droplets from another person sneezing, coughing, or exhaling. By ensuring there is the required metres of space per person and maintaining the required physical distance from others where possible, you will reduce the likelihood of exposure to micro-droplets of others.

Current health advice is that everyone, including people at ABCRA Shows, must implement physical distancing measures wherever possible.

**CURRENT STATE REQUIREMENTS AS AT 2.7.20**

| STATE | DENSITY | DISTANCE |
|-------|---------|----------|
| NSW | 4m2 | >1.5m |
| QLD | 4m2 | >1.5m |
| WA | 2m2 | >0.75m |

**How do I make sure there is 4 or 2 square metres of space per person?**

To achieve the 4 square metre 'rule' you would:
- calculate the area of the room (e.g length of room in metres x width of room in metres = area of room in square metres), and
- divide the area of the room by 4 or 2.

For example on a 4m2 basis, if you had a room that was 160 square metres in size, you should only allow up to 40 people in the room, to allow each person to have 4 square metres of space.

The 4m2 / 2m2 requirements need to be implemented particularly in:

- Committee toilets and bathrooms
- Common eating / dining / bar areas
- Office areas

Signage needs to be placed at entry points in prominent view, stating the relevant limit of persons contained in the area at any one time.

**How do I make sure there is 1.5 or 0.75m metres between people?**

You should consider and make adjustments to the layout of the facility and your workflows to enable attendees to keep at least 1.5 metres or 0.75m whilst partaking in activities.

For example, this could be achieved by, spreading out furniture or plant to increase distancing, or considering floor and/or wall markings and signage to identify 1.5 or 0.75 metres distancing requirements.

You should also review activities that usually require close interaction and identify ways to modify these to increase physical distancing between attendees where it is practical and safe to do so.

**Do I need to do both? That is, make sure there is 4 (or 2) square metres per person and physical distancing of 1.5 (or 0.75) metres?**

Yes. You need to do what you can to make sure there is 4 (or 2) square metres in your workplace per person and keep everyone apart at least 1.5 (or 0.75) metres, where possible.

**Do I need to erect Physical distancing barriers and markers?**

Yes, where possible barriers and markers should be erected to control the flow of traffic to ensure physical distancing occurs.

Examples of situations where physical distancing barriers should be implemented are:

- At any entry and exit points
- Canteen or bar facilities - separate entry and exit points that are clearly sign posted
- At congregation areas such as arena entry and exit points
- Separation of attendees and competitors at arena sides and Campdraft camps by means such as taped markers on rails

**I need to redesign the eating or common area. What should I consider when making these new areas?**

If creating or redesigning an eating or common area to enable physical distancing, you must ensure these areas are accessible for the show attendees and adequately equipped (e.g. rubbish bins), and protected from the elements, contaminants and *hazards*.

Indoor type venues you should also consider opening windows or adjusting air-conditioning for more ventilation in common areas and limiting or reducing recirculated air-conditioning where possible.

Signage should be visible stating calculated maximum capacity numbers.

For further information on providing adequate and accessible facilities, including providing facilities for a temporary, mobile or remote workplace see related information about the consultation and the Model Code of Practice: Managing the work environment and facilities.

## 2. Breach of requirements by a Show attendee

Any breach of ABCRA COVIDSafe requirements needs to be reported to and documented by the Event Manager.

Ultimately it is the responsibility of the Committee Event Manager to ensure all show attendees comply with requirements on the day.

The Event Manager will provide ABCRA Head Office with details of any breaches in their documentation return.