



Sutikely

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Servicing the cut-to-length industry for Australia and New Zealand

This document is the Covid-19 Questionnaire to be used by and to be filled out by clients and accommodation. Please note, the same person must sign both pages.

Entity name:
Entity address:
Authorised officer's name:
Authorised officer's signature:
Date:

Questions to clients and accommodation prior to site visit:

If the entity answers YES to any of the questions 1 to 7 below, then a further conversation will be required before a site visit is allowed. These questions apply to all employed personnel on the site as detailed above.

1. Have any of your onsite staff returned from overseas or from an Australian hotspot in the past 14 days? Y / N
2. Have any of your onsite staff's household family members or their household friends returned from overseas or from an Australian hotspot in the past 14 days? Y / N
3. Have any of your onsite staff been confirmed to have COVID-19, including anyone waiting for test results in the past 14 days? Y / N
4. Have any of the onsite staff's household family members or their household friends had contact with any confirmed cases of COVID-19, including anyone waiting for test results, in the past 14 days? Y / N
5. Have any of your onsite staff been suspected to have COVID-19, including anyone waiting for test results in the past 14 days? Y / N
6. Have any of your onsite staff's household family members or their household friends had contact with any suspected cases of COVID-19, including anyone waiting for test results, in the past 14 days? Y / N
7. Have any of your onsite staff had any symptoms of COVID-19, including, flu-like or respiratory symptoms, a fever, cough, sore throat, shortness of breath?
Y / N

8. Have you applied COVID-19 procedures at your site? Y / N
9. Have you applied social distancing at your site? Y / N
10. Have you banned personal contact at your site, including no handshaking?
Y / N
11. Have you applied regular cleaning at your site? Y / N
12. Have you applied regular hand washing at your site? Y / N
13. Have you arranged where possible for staff to work from home? Y / N
14. Are employees and personnel that present to your site with symptoms
excluded from your site until they test negative for Covid-19? Y / N
15. Is your business registered as Covid Safe (NSW only) Y / N

During the site visit

If all parties are comfortable for Sutikely to visit and/or for work to proceed, please ensure all onsite staff adhere to the latest social distancing requirements as set out by the Government. See health.gov.au for more information.

This includes:

1. Hand hygiene – washing hands for at least 20 seconds and use a hand sanitiser regularly.
2. Maintain a distance of at least 1.5 metres and within closed spaces there should be no less than four square metres of space per person.
3. Do not shake hands or make physical contact.
4. Maintain a distance of at least 3 metres from the machine whilst it is being worked on.
5. Wear a mask when coming within 3 metres of the machine being worked on after gaining approval to approach within 3 metres.

Authorised officer's signature: