

COVID-19 Impact Mitigation Program Outline and Risk Matrix

This information sheet is provided to assist businesses with mapping an approach to managing the impact of COVID-19 on their work force and outlines the principles of a risk-based program. Safe Food Production Queensland (Safe Food) has worked with the Agriculture Coordination Group – Workplace Health and Safety Working Group to develop this program. It is based around the principles of the current Safe Food accreditation program and as such requires detailing each stage of production, the significant risks likely to occur and how they are controlled. This program is intended to help identify areas of risk and possible adjustments within businesses' existing arrangements to address the latest health advice. Given the diversity of production types and workforce requirements there is no one simple process to manage risk however, Safe Food through our engagement and partnership with industry have developed a best practice risk management approach using 6 key principles of:

1. Preventing
2. Identifying
3. Isolating
4. Controlling
5. Maintaining
6. Tracing

This best practice whole-of-chain approach to risk management can be extended to consider COVID-19 implications and can be applied when responding to the COVID-19 pandemic. Safe Food considers that this approach will assist industry to determine where best to allocate resources within their own business in a way that is likely to be most effective in responding to and reducing the overall public health risk.

By applying these principles to reduce the risk of exposure of the work force, businesses will:

Prevent workers from being exposed to COVID-19 (prohibiting all non-essential visitors, controlling entry points to businesses, performing health screening checks upon entry to the workplace to confirm they have not):

- returned to Australia from overseas in the last 14 days
- been in close contact with someone who has COVID-19 in the last 14 days
- been in a COVID-19 hotspot in the last 14 days.

Identify people with flu-like symptoms at the earliest opportunity.

Isolate people with flu-like symptoms to ensure they are not a source of contamination to other employees.

Control processing and the production environment through strict hygiene, zoning controls and movement of staff to comply with social distancing requirements wherever practical.

Maintain a high level of personal and environmental hygiene to prevent inadvertent exposure of staff.

Trace all staff throughout each day's production to facilitate contact tracing should the need arise.

These principles are not intended to be applied in isolation but considered in the context of the [Guideline for Reducing Workforce Impacts](#) related to COVID-19 and industry sector recommendations. Safe Food is encouraging the early adoption of these principles to reduce the risk of transmission within the workplace and the broader community. It may also support businesses in complying with the requirements of the [QH Health management plan](#).

