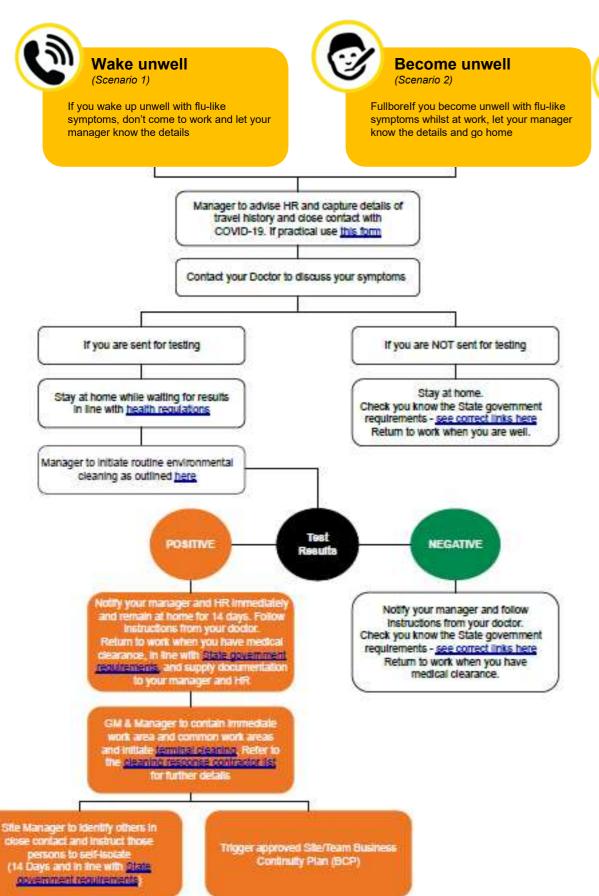
# **Fullbore COVID-19 Detection and Response Process**





#### **Close contact**

(Scenario 3)

If you come into close contact\* with a confirmed or probable case of COVID-19, let your manager know and self-isolate (14

Manager to advise HR and capture details of travel history and close contact with COVID-19. If practical use this form

Individual to watch for symptoms in isolation. If symptoms develop, follow Scenario 1

If symptom-free after isolation period, return to work as long as you are well and it is in line with State Government requirements (see links)



### **Restricted travel**

(Scenario 4)

If you have arrived in Australia from overseas or have traveled across restricted state borders you must let your manager know and self-isolate in line with regulations (14 days)

Confirm the latest restrictions for the State or Territory you are entering on this website

If you are required to self-isolate, your manager is to capture details of travel history and close contact with COVID-19, if practical use this form

Individual to watch for symptoms in isolation. If symptoms develop, follow Scenario 11



If you are worried about possible or casual contact with someone who has COVID-19 but are unsure

Continue with life as normal

Come to work. Ensure safe and effective work conditions are in place. Refer here forworking from home requirements

Watch for symptoms. If symptoms develop, follow Scenario 1 or 2

- \* A close contact is someone who has spent more than 15 minutes face-to-face over the course of a week with someone (including in the 48 hours before their symptoms appeared) who is a confirmed or probable case~ of COVID-19, OR has shared a closed space for more than 2 hours with someone (including in the 48 hours before their symptoms appeared) who is a confirmed or probable case of COVID-19. Click here for further details
- ~ A probable case of COVID-19 is someone who has not been tested, AND has a fever (38 degrees Celsius or greater) or history of fever (such as, night sweats, chills), OR has an acute respiratory infection (for example, cough, shortness of breath, sore throat), AND is a household contact of a confirmed case of COVID-19 or someone with symptoms. Click here for further details

Site cleaning guidelines - Sites should regularly undertake cleaning activities of the sites common areas as well as if someone falls ill or is tested positive to COVID-19. Click here for further details on how to appropriately undertake site cleaning. Refer to the cleaning response contractor list for further details

Vehicle cleaning guidelines for between shifts or workers can be found here

### **Preventing COVID-19**

The best way to manage this pandemic is through prevention. We ask that everyone at Fullbore undertakes the following key prevention activities to slow the spread.

#### Maintain good personal hygiene

- Wash hands frequently with soap and water (or use hand sanitiser)
- Avoid touching your face
- Cover your mouth and nose when coughing or sneezing
  Keep away from people who are obviously sick

#### **Keep the distance**

- Don't shake hands (smile or wave instead)
- Stay at least 1.5 metres apart
- Avoid face-to-face meetings (use Hangouts, Skype or call)
- If face-to-face meetings are required (eg. Toolbox talks), ensure a large area and keep 1.5 metres apart

#### Check and confirm

- Have you wiped your desk, keyboard, mouse and equipment before you startwork?
- Are you "Keeping the distance"?

### **Wellness & Connection**

ellness & Connection Hub for extensive resources and opportunities to connect with others.

## Leave entitlements

If you are unwell you may be entitled to paid personal sick leave. Other leave may be provided to you in accordance with your industrial instrument or leave

If you are required to self-isolate, refer to these guidelines for working from home safely and effectively.

Click here for frequently asked questions about leave entitlements.

Please follow Fullbore COVID-19 Policy Protocols

Please ensure your manager has your best contact details, and ensure Fullbore HR data is up to date where applicable, so that you can be contacted at short notice if required.