

PFRA CovidSAFE Alert Level 2

Rules & Standards

Play it safe.

Reduce the risk of Covid-19 transmission at work

- Any employee or fundraiser with a cold or flu like symptom must stay away from work. They must go into self-isolation until such time as they have been tested and cleared for the virus and must follow all Ministry of Health guidelines.
- All fundraisers must attend a Covid-19 health and safety training session before entry to the field
- All members and fundraisers are responsible for reporting any breaches to their PFRA Accredited Health & Safety Policy
- No presentation material or collateral is to be given to members of the public
- No fundraiser is to approach a member of the public who reasonably appears to be over 70 years of age
- Transporting Staff: Members must take all reasonable steps to maintain appropriate workplace distancing. Recommend fundraisers use their own transportation options where possible.

Contact Tracing

D2D

- Members must submit all their D2D locations to the PFRA by midday Thursday, the week preceding the planned activity. This must include – street names and suburbs, days and times visiting, and fundraiser's names.
- Fundraisers must keep a record of all doors knocked on daily regardless of contact with the resident or not. This includes - full address details, solicited Y/N, the name of person spoken to, and the date & time of visit.

Streets

- Members must keep contact tracing records between teams working on sites together.
- Where practically possible teams stay in the same pairs of fundraisers throughout the week – this way limiting the potential risk of transferring the virus across members' workforce.

Private Sites & Events

- Members must submit all private site locations to the PFRA by midday Thursday, the week preceding the planned activity
- Members must keep contact tracing records between teams working on sites together
- Where practically possible teams stay in the same pairs of fundraisers throughout the week – this way limiting the potential risk of transferring the virus across members' workforce.
- Members must keep contact tracing records of all close contacts (ie- interactions with private sites management/contractors)

Physical Distancing

D2D

- No more than 1 fundraiser can knock on a door
- Fundraiser must maintain 2 metre distance from the door at all times
- Members must make a reasonable effort to provide fundraisers with a practical means of identifying and adhering to a 2 meter gap from the public at all times – e.g. floor aid, stickers, measuring tape to show a 2 metre gap

Streets

- No more than 2 fundraisers (in total) will be permitted per street site location
- Fundraisers must maintain 1 metre distance from each other at all times
- Fundraisers must maintain a 2 metre distance for members of the public at all times
- Members must provide fundraisers and members of the public a practical means of visibly identifying and adhering to a 2 metre gap. i.e. Floor aid and or stickers must be used to show a 2 metres.

Private Sites

- No more than 2 fundraisers (in total) will be permitted per private site or event site location
- Fundraisers must maintain 1 metre distance from each other at all times
- Fundraisers must maintain a 2 metre distance for members of the public at all times
- Members must provide fundraisers and members of the public a practical means of visibly identifying and adhering to a 2 metre gap, i.e. floor aid and or stickers must be used to show a 2 meters.

The use of Physical Protective Equipment (PPE) & Hygiene Standards

- Every fundraiser must have their own bottle of hand sanitiser (minimum 60% alcohol content)
- Hand sanitisers must be displayed visibly on their person or on a nearby stand or table.
- Gloves & masks must be available to fundraisers should they request to use them. If using, fundraisers must follow Ministry of Health guidelines on use of them
- Public health messages to be displayed where practical to support good hygiene practices
- All Fundraiser equipment and commonly touched surfaces to be regularly sterilised
- Wash and dry hands regularly, cough into elbow, don't touch your face.
- All staff must follow hand hygiene guidelines at all times