icare™
Insurance and Care NSW

Safety starts with us

COVID-19 safety for mobile workers

Protect yourself and others from harm

Employers and workers play a role in protecting themselves and others from harm associated with work activities. In relation to COVID-19, this includes acting safely at all times, and cooperating with the employer's safe work procedures to prevent the virus entering and spreading within the workplace.

This checklist is for workers who travel to different locations as part of their job. It provides basic and practical ways to reduce the risk of exposure to COVID-19. It is for information purposes only and is not intended for professional, legal or health advice.

Your icare workers compensation premium and COVID-19 claims

Liability for confirmed COVID-19 claims will be assessed like any other workers compensation claim. The cost of claims attributed to a positive COVID-19 test or as a result of receiving the COVID-19 vaccination will be excluded from the individual claims experience. This is to protect an individual employer from being disproportionately impacted by COVID-19. For detailed information on COVID-19 claims, refer to:

https://www.icare.nsw.gov.au/icare-coronavirus-information/how-covid-19-claims-are-assessed

	For permanent and casual employees and contractors	In Place	
		Yes	**No**
1	Always practice good personal hygiene – wash your hands, sneeze into your elbow and cover your mouth. Use sanitiser regularly.	☐	☐
2	Assume COVID-19 is at the places you visit – best practice is to wear a surgical face mask at all workplaces.	☐	☐
3	Follow your employer's and your customer's COVID-safe work instructions: • If you cross State or Territory borders, follow public health orders at the locations you visit. • Maintain physical distancing wherever possible. • Stay at home if you have COVID-19 symptoms. • Get tested if you have any COVID-19 symptoms or have been in close contact with someone who has COVID-19. Follow medical advice in relation to isolating when required. • Always scan the QR code at your workplace and where-ever you visit, including other workplaces and rest stops.	☐	☐
4	For freight workers, complete the COVID-19 Safe Practices Education for Freight Workers, NSW course developed by Transport for NSW. COVID-19 Safe Practices Education for Freight Workers NSW. https://www.drvrtraining.com/courses/COVID19-Safe-Practices-Education-for-Freight-Workers-NSW	☐	☐
5	Maintain COVID-safe work areas, plant and vehicles that are shared: • Regularly clean all high touch points such as steering wheels, keys, grab rails, seats, phones / tablets and other tools of trade.	☐	☐
5	Limit the number of passengers in vehicles as much as possible.	☐	☐
6	Get medical advice on being vaccinated.	☐	☐

	For employers	In Place	
		Yes	No
1	Complete a NSW Government COVID-19 Safety Plan. There are plans for different industries. https://www.nsw.gov.au/covid-19/business/safety-plans	☐	☐
2	Register as a COVID Safe Business. This provides a unique QR Check-in Code plus an online form for customers who can't use the QR code and posters. https://www.nsw.gov.au/covid-19/business/covid-safe-business/toolkit	☐	☐
3	Develop / review your organisation's COVID-19 Risk Assessment and Safe Work Procedure with your workers. Ensure the procedure is implemented.	☐	☐
4	Enforce physical distancing in all common areas such as waiting areas, lunchrooms and offices.	☐	☐
5	Provide all employees with appropriate PPE including surgical masks. If people cannot wear a mask, provide a face shield.	☐	☐
6	Implement a regular cleaning process at all locations where people attend from time to time (e.g. to complete paperwork or attend team meetings in offices between mobile work). Disinfect high touch points such as kitchens, lunchrooms, printers, lift buttons, stair rails, door handles, toilets and taps.	☐	☐
7	Seek expert advice on the effectiveness of existing ventilation in vehicles and other indoor settings such as offices. Ventilation may need to be improved. https://www.nsw.gov.au/covid-19/business/covid-safe-business/ventilation	☐	☐
8	Regularly check the NSW Government website (and State & Territory Government websites if you cross borders) for Public Health Orders, restrictions and COVID-19 safety alerts. https://www.nsw.gov.au/covid-19	☐	☐
9	Provide information on mental health support services. For example: Beyond Blue, the Black Dog Institute, Lifeline and Healthy Heads Trucks and Sheds (Transport Industry).	☐	☐
10	Provide hygiene toolkits for vehicles and all shared plant and equipment with: • Surgical face masks • Hand sanitiser • Surface spray and cloths • Disposable gloves.	☐	☐

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