



# Queensland Strawberry Growers Association Inc.

ABN: 32 632 123 440

P O Box 362 Narangba Qld 4504

office@qldstrawberries.com.au | 0438 752 177 | [www.qldstrawberries.com.au](http://www.qldstrawberries.com.au)

*This summary is a guideline only and not a comprehensive list covering everything. It has been designed to summarise some key items that each farming business should be doing in these extraordinary circumstances to protect your staff and business*

The aim is to reduce the likelihood and transmission of Covid-19 to workers and the community

## PREPARATION

- New staff - pre-work questionnaire to ascertain previous work environment, location, shared housing arrangements etc
- Ensure compliance with self-isolation if required (from countries, previous workplaces, interstate)
- Ascertain staff housing arrangements – including shared quarters, hygiene arrangements etc
- Submit a health management plan to Qld Health if you are utilising working holiday labour that is travelling up from southern Australia (NSW, VIC, Tas or SA). There is no generic submission area for these:
  - Sunshine Coast: email – [SCPHV@health.qld.gov.au](mailto:SCPHV@health.qld.gov.au)
  - Bundaberg: ph – 07 4303 7500
  - Met North: ph – 07 3624 1111
  - Darling Downs (Granite belt): 07 4699 8240
- All employees to undergo induction training on basic food safety and hygiene practices
- Practice general social distancing where possible including remote meetings (teleconference, zoom), cancelling non-urgent business appointments.
- Avoid farm “drop ins” by installing a security gate or sign .

## BUSINESS HYGIENE

- Temperature checking all staff prior to each shift
- Hand sanitizer/ soap and water on entry and exit of transport, sheds, meal areas
- Regular cleaning and sterilising of frequently touched areas (workstations, fridge handles, toilet door handles, meal room tables, taps – minimum daily
- Disinfectant and wipes to be used in vehicles (including tractors, quads and buggies) – to be used on steering wheels before and after each person
- Minimise staff crossing each other in the field or packing shed
- Face masks should be utilised in enclosed spaces (ie. packing sheds)
- Where possible maximise the distance between staff (ie. planting every second row at the same time rather than neighbouring rows)

## STAFF MANAGEMENT

- Stagger meal breaks and shifts to minimise interactions between workgroups and eliminate bottlenecks (in carparks and meal rooms etc)
- Keep small teams together including housing, transport, picking and/or packing.



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- Minimise movement of staff through different areas
- Where practical employees should be operating 1.5m away from each other
- Provide signage and equipment (soap and/or sanitizer) regarding hygiene in all necessary places in the business and also other places where staff congregate including meal areas, toilets, shared housing
- Ensure staff are washing hands and /or using sanitizer when appropriate including at a minimum: before handling produce, after the toilet, before and after eating, after smoking, after coughing and sneezing and after touching their face
- Any employee with a high temperature (38° c) must be sent home to self-isolate and any other employee that is in the same team or shares accommodation. Remind employees to stay home if they feel unwell.
- Encourage employees to cover their face with a tissue and/or the bend of their elbow if they cough or sneeze and to wash or sanitise their hands afterwards.

## REPORTING

- Symptoms of COVID-19 – fever, cough, sore throat and shortness of breath
- If a worker presents with symptoms:
  1. Isolate the worker immediately
  2. Call ahead to a GP and/or emergency department so they can prepare for a visit. Call Queensland health (ph: 13 43 25 84).
  3. Collect basic information from the worker to determine potential spread including work teams, accommodation, transport, social networking, shopping etc
  4. For confirmed case: a person that tests positive and must remain isolated until Qld Health inform them it is safe to return to normal activities
  5. Close contact: is someone who has had more than 15min of face to face contact for the last 24 hours or has shared a closed space (eg. office) for more than 2 hrs. Workers who have been in close contact with a confirmed COVID-19 case are required to self-isolate for 14 days.
  6. Self-quarantine: means staying at home, hotel room or other accommodation and not leaving. Do not allow visitors but those usually living in the house can remain.
  7. Casual contact: is someone who has been in the same general area as a person who tested positive for COVID-19 but had less than 15min face to face contact in the last 24 hours or shared less than 2hours of a shared close space. Casual contacts do not need to be excluded from work whilst not presenting any symptoms.
- Immediately disinfect all equipment that the entire team was using any shared facilities such as bathrooms, meals areas, trolleys and tools
- Keep industry informed by calling the Berries Australia Emergency hotline: 1300 201 713 or QSGA on the details above.