

COVID-19 Safety Plan - Corowa Saleyards**20/30279****Plan completed by:** Angela Reidy, Manager Environment, Facilities & Regulations**Approved by:** Susan Appleyard, Director Development & Environment**Last updated:** 18 November 2020**Commencing:** - Monday 23 November 2020**Attendance**

- Only commercial buyers, pre-registered genuine buyers, agents, transporters and Council staff are permitted to enter the site during the sale.
- Vendors are permitted to enter the site to deliver stock and participate in the pre-sale inspection only.
- Only commercial buyers, pre-registered genuine buyers and agents are permitted to attend the sale and purchase stock.
- A maximum of 20 pre-registered genuine buyers are permitted to participate in the sale. Genuine buyers must pre-register at Council by 12.00noon the Friday before the sale to participate. The first 20 registrations received will be accepted for the upcoming sale the following week.
- Genuine buyers must pre-register by email or phone prior to 12 noon on the Friday preceding each sale. Email: saleyards@federationcouncil.nsw.gov.au or phone 02 6033 8922
- Transporters are only permitted in their designated loading and unloading lanes in the yards, including the ramps and delivery yards during the sale.
- Agents must not have any more than eight (8) staff working at the Corowa Saleyards during sale day.
- Any person that resides in Victoria outside the declared Border Region is only permitted entry to the site if they have been issued a border entry permit and wear a facemask while attending the site (refer to relevant state government websites for more information about locations). A copy of their current permit must be produced upon entry.
- Any person entering from Victoria must show a copy of their current border entry permit upon arrival.
- Agents, buyers, vendors and transporters are responsible for ensuring their staff comply with this COVID-19 Safety Plan and all government requirements for COVID-19.

Further attendance at the yards is not permitted. The space available at the Corowa Saleyards is limited and overcrowding needs to be strictly monitored and addressed to ensure compliance with NSW Government COVID-19 social distancing restrictions

Definitions:

Commercial buyers are defined as buyers working on behalf of a commercial entity (such as supermarkets, abattoirs etc.).

Prospective buyers are defined as buyers that looking to buy and will use their agent to buy on their behalf. Prospective buyers can participate in the pre-sale inspection however are not permitted to participate in the sale.

Genuine buyers are defined as buyers that have genuine intention to purchase stock and have pre-registered to participate in the sale by 12.00noon the Friday before the sale. A maximum of 20 genuine buyers will be permitted to participate in the sale. The first 20 registrations received will be accepted for the upcoming sale the following week. Registration is required for each sale

Vendors are persons/entities that are selling stock at the sale. Vendors are only permitted in the yards to deliver stock and to participate in the pre-sale inspection.

Wellbeing of staff and customers

- All persons authorised to enter the Corowa Saleyards will be required to have their temperature tested upon entry. If a person's temperature is 37.5°C or above, they will be excluded from the Corowa Saleyards. It is recommended that the person returns home immediately and seeks medical advice for COVID-19 testing.
- Anyone that meets following criteria, will be excluded from the site:
 - In the previous 72 hours have experienced COVID-19 symptoms (fever, cough, sore throat, fatigue, shortness of breath) or have been tested and waiting the results; or
 - Are feeling unwell; or
 - Have been in contact with a person diagnosed with COVID-19 (active COVID-19 diagnosis) or a person that has been tested and waiting results in the last 14 days.
- All persons authorised to enter must complete a COVID-19 declaration every sale day.
- All persons residing in or have visited declared Victorian hotspot or NSW reported case locations within the last 14 days must wear a facemask at all times.

Physical distancing

- Everyone must comply with government social distancing restrictions by maintaining 1.5m distance from each other while at the saleyards.
- In compliance with government social distancing requirements (4m² per person) a maximum of 6 persons are permitted in the administration office and agent room at one time.
- Line marking has been provided in laneways to remind attendees of social distancing requirements.
- Everyone should avoid shaking hands.

Hygiene and cleaning

- Hand sanitiser has been provided at multiple locations throughout the saleyards.
- Everyone is encouraged to use hand sanitiser and wash their hands regularly.
- Everyone should avoid touching their face – nose, eyes and mouth.
- Everyone is encouraged to practice good cough/sneeze etiquette.
- Amenities will be supplied with soap and paper towel.
- Office buildings, amenities and canteen areas will be cleaned regularly – pre and post-sale days.

Canteen/Amenities

- Transporters residing in or have visited declared Victorian hotspot or NSW reported case locations within the last 14 days must wear a facemask when attending indoor common spaces (such as the canteen and amenities).
- Transporters residing in or have visited declared Victorian hotspot or NSW reported case locations within the last 14 days will not be permitted to dine-in at the canteen and must use takeaway service only.
- The canteen operator will be encouraged to serve food in single use containers and utilise disposable cutlery where possible.
- In compliance with government social distancing requirements (4m² per person) a maximum of 10 persons are permitted in the canteen at one time.
- Anyone using the canteen must maintain 1.5m distance from other persons.

Controls during vendor pre-sale inspection

- Vendors and prospective buyers are permitted to participate in the pre-sale inspection.
- Vendors and prospective buyers must register to participate in the pre-sale inspection. Registration will be open between 8.00am and 8.30am.
- Vendors and prospective buyers must sign in and complete a COVID-19 declaration during registration. Name and contact details will need to be provided as well as their Property Identification Code (PIC).
- Pre-sale inspection will be open from 8.45am to 9.45am prior to the sale.
- A maximum of 20 persons will be permitted at a time during the pre-sale inspection.
- Vendors and prospective buyers will be counted in and out to ensure maximum numbers are complied with.
- Vendors and prospective buyers must comply with government COVID-19 restrictions while at the saleyards. This includes maintaining 1.5m physical distance and good hygiene practices.
- Vendors and prospective buyers must leave the yards by 9.45am in preparation for the sale at 10.00am
- If wanting to purchase, vendors and prospective buyers can contact their agents via mobile phone to discuss.
- Vendors and prospective buyers must leave the site before the 10.00am sale and can only return after the sale is finished (if they are required to collect stock).
- Only commercial buyers, genuine buyers and agents are permitted to participate in the sale/auction.

Controls during sale/auction

- Only commercial buyers, genuine buyers and agents are permitted to attend the sale and purchase stock.
- A maximum of 20 genuine buyers will be permitted to participate in the sale at any one time.
- Genuine buyers are only allowed in the selling lane when bidding on stock.
- Other prospective buyers can compete through an accredited buyer or free of charge through their preferred agent.
- Council will provide coloured wristband to personnel permitted onsite. NO WRIST BAND NO ENTRY.
- Only commercial buyers, genuine buyers, council staff and the MLA reporter are permitted in the lanes during the sale.
- No agents are permitted in the lanes during the sale.
- Agents must not have any more than eight (8) staff working at the Corowa Saleyards during sale day. All agent staff must comply with NSW Government social distancing requirements.
- Transporters are only permitted in their designated loading and unloading lanes in the yards, including the ramps and delivery yards while stock are being sold.

Conditions of Entry

- Only commercial buyers, genuine pre-registered buyers, agents, transporters and Council staff are permitted to enter the site.
- A maximum of 20 genuine pre-registered buyers will be permitted to participate in the sale at any one time. Genuine buyers Vendors delivering or participating in the pre-sale inspection are permitted to enter for those purposes only.
- Prospective buyers are permitted to enter for the pre-sale inspection only.
- Any person that resides in Victoria outside the declared Border Region is only permitted entry to the site if they have been issued a border entry permit and wear a facemask while attending the site (refer to relevant state government websites for more information about locations). A copy of their current permit must be produced upon entry.

- Any person entering from Victoria must show a copy of their current permit upon entry.
- All persons authorised to enter MUST complete a COVID-19 declaration every sale day.
- All persons authorised to enter will be temperature tested upon arrival on sale day. If temperature is 37.5°C or above, the person will not be permitted to enter the site.
- Only commercial buyers, genuine pre-registered buyers and agents are permitted to be present to purchase stock.
- Other prospective buyers can compete through an accredited buyer or free of charge through their preferred agent
- Council will provide coloured wristband to personnel permitted onsite. NO WRIST BAND NO ENTRY.
- Only commercial buyers, genuine pre-registered buyers and council staff are permitted in the lanes during the sale.
- No agents are permitted in the lanes during the sale.
- Agents must not have any more than eight (8) staff working at the Corowa Saleyards during sale day.
- Transporters are only permitted in their designated loading and unloading lanes at the saleyards, including the ramps and delivery yards while stock are being sold.
- Transporters and any persons residing in or have visited declared Victorian hotspot or NSW reported case locations within the last 14 days must wear a facemask.
- Transporters and persons residing in or have visited declared Victorian hotspot or NSW reported case locations within the last 14 days will not be permitted to dine-in at the canteen and must use takeaway service only.
- Hand sanitiser will be provided at the end of each lane. Everyone must use the hand sanitiser regularly.
- NSW Government social distancing restrictions (1.5m distance) applies to everyone using the saleyards. Line marking and indicators have been installed at the yards.
- Personal hygiene measures are required to be followed:
 - Wash hands regularly
 - Practice good cough/sneeze etiquette
 - Use hand sanitiser
 - Avoid touching face – nose, eyes and mouth
- A maximum of ten (10) persons are allowed in the canteen at any one time to comply with government social distancing requirements (i.e. 4m² per person). Anyone using the canteen should keep 1.5m apart from each other.

Non-compliance

Anyone not permitted on the site will be asked to leave.

Anyone not complying with these conditions will also be asked to leave. The Saleyards Manager has the right to move people on if they are not complying with this COVID-19 Safety Plan.

If a person fails to leave when directed, Council staff will contact NSW Police.

Record Keeping

- COVID-19 declaration forms must be completed by agents, vendors and buyers.
- Council will keep declarations for a minimum of 28 days.
- Council, agents, buyers and transporters are required to keep a record of any staff working at the Corowa Saleyards each week for a minimum of 28 days

