



SOUTH AUSTRALIAN WINE INDUSTRY
ASSOCIATION INCORPORATED

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INFORMATION TO REGIONAL WINE ASSOCIATIONS COVID-19

On 11 March 2020, the global coronavirus outbreak was declared a pandemic by the WHO. With cases being found on every continent other than Antarctica, the Australian Government has activated its emergency response plan for pandemics and the Commonwealth is working with states and territories to prepare for potential outbreaks.

The following Notice sets out information and guidance to assist wine industry employers in implementing measures to manage the COVID-19 outbreak.

What should businesses be doing?

With information changing daily, it is important to seek, obtain and act on the facts. Businesses should continue to closely monitor official government sources for current information and advice. Recommended sources are [Australian Department of Health](#) and [South Australian Department of Health](#).

Businesses should review their work, health and safety policies and undertake a risk assessment (analysis, assessment and prioritisation) within their business to prevent the spread of the virus (introduction of risk controls). This should include a consideration of the need for international and domestic travel, the need for face-to-face meetings and events.

Other considerations include:

- Who has access to the workplace, how often, when?
- How to implement the requirements of 'social distancing' in your workplace;
- Cellar door and hospitality - staying open? Need to limit numbers in your venue at any one time? How could this be achieved? What messaging needs to be issued for your customers and clients?
- Do activities and interactions need to be modified or limited? (e.g. more vigilance around cleaning and hygiene practices - handling glasses/cups, cutlery, use of spittoons in cellar door et cetera.)
- Business continuity - what measures are in place if workforce is impacted?

If circumstances worsen, there may be a need activate specific measures, e.g. an emergency response plan.

All travellers who have returned from overseas must self-isolate for 14 days. Go to www.health.gov.au/covid19-travellers for the isolation requirements.

Where the employee has displayed symptoms during self-isolation, the employer should inquire into whether they have sought medical attention prior to returning to the workplace. This may require an employer seeking specific and relevant medical information than would otherwise be the case.

Depending on the workers' health and role, there may be the option to change working arrangements or have in place contingencies to manage staff absences.

What protective measures should be implemented?

Standard measures to prevent infection spread include:

- Washing their hands often, with soap and water, or carrying hand sanitiser and using it as needed
- Maintain at least 1 metre (3 feet) distance between yourself and anyone who is coughing or sneezing;
- Social distancing – provide greater space between each staff member;
- Avoid touching eyes, nose and mouth;
- Follow good respiratory hygiene- covering your mouth and nose with your bent elbow or tissue when you cough or sneeze. Then dispose of the used tissue immediately;
- Seeing a health care professional if they start to feel unwell; and
- Avoiding direct contact with others (including shaking hands or other touching, such as hugging).

Can staff be directed to not attend work or work from home?

Where an employer directs a full-time or part-time employee not to work, the employee is entitled to be paid while subject to the direction. Before making such a direction, the employer should consider any obligation under the employee's contract of employment, workplace policy, award or enterprise agreement.

Can an employee request to stay home as a precaution?

If an employee wants to stay at home as a precaution against being exposed to coronavirus or fear about the virus, they either need to apply for annual leave, long service (if applicable), leave without pay or request to work from home.

What should be considered in relation to working from home?

Allowing isolated, but otherwise healthy workers to work from home could be a useful short-term adjustment, provided that work can be performed effectively and it is safe to do so. Whether work can be effectively performed will largely be depend on their role within your business and safety will largely be determined by the appropriateness of their potential home workspace and environment.

What should businesses tell workers?

Businesses should inform workers who have travelled from overseas or are displaying potential COVID-19 symptoms that they are not to attend work and should follow the isolation guidelines provided by the Australian Government.

Even more than usual employees should be discouraged from working if unwell, whether they have travelled or not, particularly respiratory symptoms such as cough, colds, fever, breathing difficulties. This will limit the risk of infection, whether it be from COVID-19 or not, from spreading within a workplace and limit the risk of damage to both workers and the business.

How can workers prevent the spread of coronavirus?

Under the Work, Health and Safety Act, workers have a duty to take reasonable care for their own health and safety and to not adversely affect the health and safety of others. They are also obliged to comply with the employer's reasonable instruction to protect workers and others in the workplace.

Workers are to always practice good hygiene practices to protect themselves and other against infection. Additionally, workers should freely inform their employer, without fear of retribution, of possible exposure to a person who is a confirmed coronavirus case.

FURTHER INFORMATION AND ADVICE

Members of regional wine associations are invited to seek advice and assistance from SAWIA on responding to COVID-19. Please contact SAWIA on 08 8222 9277 or via admin@winesa.asn.au

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