



Key settings relating to COVID-19 Alert Levels

The table describes key settings at the different Alert Levels, based on current information as at 13 August 2020.

The overriding consideration is a focus on the wellbeing, health and safety of workers and people accessing the workplace.

Alert level 1 - Prepare	Alert level 2 - Reduce	Alert level 3 - Restrict	Alert level 4 – Lockdown
<ul style="list-style-type: none"> - Workplaces are open to workers, the public and visitors. - Workers should work in the workplace or usual place of work and alternative ways of working, such as working from home, operate under normal agency policy. - Public health advice should still be followed (eg regularly disinfect surfaces, wash and dry hands, cough and sneeze into elbow, don't touch your face and stay home if unwell). - Physical distancing* is not required, but encouraged to consider areas or situations where this may be needed. - Records for contact tracing is not required. However it is encouraged that agencies enable contact tracing (eg by displaying QR code) as long as the privacy and safety of individuals are protected. 	<ul style="list-style-type: none"> - Workplaces are open to workers and visitors where it can operate safely. - Workers should work in the workplace or usual place of work where it is safe to do so. - Alternative ways of working, such as continuing to work from home, remote working, rostering, and split shifts are encouraged where you are unable to meet restrictions. - The general physical distancing* requirement is one metre at work. - The physical workplace needs to provide sufficient space for workers to maintain the appropriate level of physical distancing, depending on the circumstances. - Records of all staff and visitors on the premises to support contact tracing is required. 	<ul style="list-style-type: none"> - Workplaces are closed to the public and visitors and should only be accessible for essential or emergency response workers. - Alternative ways of working, such as continuing to work from home, remote working, rostering, and split shifts are strongly encouraged. - The general physical distancing* requirement is one metre at work. - The physical workplace needs to provide sufficient space for workers to maintain the appropriate level of physical distancing, depending on the circumstances. - Records of all staff and visitors on the premises to support contact tracing is required. 	<ul style="list-style-type: none"> - Workplaces are closed to the public and visitors and should only be accessible for essential or emergency response workers. - Alternative ways of working, such as continuing to work from home, remote working, rostering, and split shifts are required. - Physical distancing* of two metres must be adhered to. - The physical workplace needs to provide sufficient space for workers to maintain the appropriate level of physical distancing, depending on the circumstances. - Records of all staff and visitors on the premises to support contact tracing is required.

* Agencies should conduct their own risk assessments and engage with unions and workers to determine the most appropriate measures across different work sites and operations. Always refer to [covid19.govt.nz](https://www.covid19.govt.nz) for more information and to [worksafe.govt.nz](https://www.worksafe.govt.nz) for workplace health and safety guidance.