

### COVID-19 CHECKLIST

The following COVID19-ready checklist will ensure statutory compliance with required policies and plans:

Description	Fully compliant	Partially compliant	Not compliant	Issue identified and corrective action required	Responsible	Date
C-19 policy and governance framework						
C-19 compliance officer appointed and capacitated						
Workplace plan completed						
Detailed inspection checklist						
Employee / visitor history report						
Employee health disclosure						
Risk and hazard assessment guideline						
Structured phasing plan						
List of employees						
Attendance register						