

**SOCIAL DISTANCING TIPS
COVID-19****ADVICE EFFECTIVE AS OF 3 APRIL 2020 - SUBJECT TO CHANGE**

The Shire recognises that this is a difficult and constantly evolving time for local businesses and our community. The Shire is taking this opportunity to provide local businesses with information to assist them through the challenges presented by COVID-19.

New directives are frequently being issued by both the Commissioner of Police and the Department of Health in response to the threat posed by COVID-19. These directives are issued quickly, with this often leading to confusion related to their interpretation and implementation.

The purpose of this information sheet is to assist you in interpreting the new requirements and to provide suggestions on how to best achieve the social distancing requirements.

WHAT ARE THE REQUIREMENTS?

The government's intention is to minimise the amount of social interaction between members of the community in order to prevent the spread of COVID-19.

There have been a number of directives issued in relation to social distancing, with varying requirements, as the situation has evolved. The advice received to date is as follows:

- Best practice is to apply the 4m² per person rule to customer access areas and to implement steps to ensure customers are able to meet safe social distancing requirements.
- The business manager is responsible for ensuring that customers comply with these requirements. If customers are not complying, the manager needs to intervene and remind customers of the safe social distancing rules. If there are too many people within the premise to safely meet the requirements, the customers should be asked to wait outside and not congregate.
- The WA Police Force is the agency responsible for enforcing these requirements.
- The role of the Shire of Mundaring is to assist businesses in implementing steps to ensure the safety and hygiene of its staff and customers.

HANDY HINTS TO ACHIEVE SOCIAL DISTANCING AND HYGIENE STANDARDS

We have put together a list of ideas that may be useful to you in ensuring adequate social distancing and hygiene standards for you, your staff and your customers.

- For food businesses providing meals, consider offering a delivery service.
- If you are providing meals for take away, encourage your customers to order their meals by phone or online.
- Encourage the staggering of pick up times to reduce the likelihood of too many customers being at your store at the same time.
- Measure the floor area of the part of the store that customers can access. Divide the number of square metres by four to determine the maximum number of customers that can be in the store at any one time. This number can be displayed on a sign at the front door.
- In order to assist your customers to achieve their social distancing obligations, consider marking the floor with tape, or other suitable material, where each customer can wait. When placing the tape markers you need to ensure both the 1.5m separation and 4m² per person rules are adhered to.
- Ensure that all tables and chairs are packed away (inside and outside). If they cannot be packed away then you should deny use of them by blocking access, taping the area off or by placing prominent signage outlining the requirements.
- For food stores such as supermarkets and grocery stores where there are aisles for customers and staff to move around, consider removing any display stands in the aisles or at the ends of the aisles. As these may hinder movement and make it difficult to achieve social distancing.
- If your store has trolleys or baskets for customer use, consider if you need to implement a cleaning program for them, with particular attention paid to handles.

GENERAL

The community can stay up to date with the latest information on COVID-19 via the Department of Health website at www.healthywa.wa.gov.

The Shire of Mundaring appreciates your commitment and the support your business is offering the community during this difficult time. Should you need any assistance, please do not hesitate to contact the Shire of Mundaring Health Services on 9290 6742.

***We are all in this together so let's do what we need to stop
the spread and keep the community safe***