

# COVID-19 Information Manual

## Traffic light setting

### What Omicron Phase 3 looks like for NZ Training Assessments

NZ Training Assessments is committed to slowing the spread of Covid-19 and keeping all Staff and students safe while attending our office. All persons must be vaccinated and be able to provide a vaccine pass, this way business can operate, however we must all stay vigilant, the following rules are put in place for the safety of NZ Training Assessments staff members, clients and agencies we work alongside.

#### **Operating safely under Red and Orange Protection Framework at NZ Training Assessments involves:**

- All students and visitors are to scan/sign in for record keeping purposes.
- Face masks – must be worn by all staff, students and visitors to the office.
- My vaccine pass must be scanned on entry, be current and valid. Anyone who is not able to provide their my vaccine pass is not allowed to enter the premises.
- Answering Covid screening questions prior to entry.
- Maintaining physical distancing of **one metre** applies.
- Maximum of 10 students per room, desks must be a minimum of one metre apart at all times.
- All training rooms must be cleaned and desks and chairs sanitised at the end of each day.
- Maintaining high levels of personal hygiene throughout the day, sanitizer must be used on entry to the office and all classrooms.
- If you start to feel unwell or sick, please leave the office, and call us when you are at your vehicle on (09)621-0519 for further instructions, which will be to make contact with your GP or Ministry of Health for guidance.
- Rapid Antigen Test are available for use. Please follow guideline below from Ministry of Health on the correct procedure.

#### **Health information**

It is essential that everyone is following the Ministry of Health's advice in response to COVID-19. Their website provides comprehensive and up to date information on how individuals and organisations can appropriately prepare and respond to developments in a nationally consistent way.

Ministry of Health information on COVID-19

For COVID-19 health advice and information you can also contact the Health line team (for free) on 0800 358 5453.

#### **Get tested if you have symptoms**

If you have cold or flu symptoms, please call:

- your doctor
- iwi health provider, or
- Healthline for free on [0800 358 5453](tel:08003585453)
- A health professional will let you know the next steps and whether you should get a test. If they tell you to get tested, you should stay home while you wait for your test.

#### **Symptoms include:**

- a cough
- a high temperature of at least 38°C
- shortness of breath
- sore throat
- sneezing and runny nose
- temporary loss of smell.

## Guidance for close contacts (Ministry of health)

This fact sheet provides information for people who have been in close contact with a confirmed or probable case of COVID-19. As a 'close contact' you will have been contacted by your local Public Health Unit or the Ministry of Health to talk you through what this means.

It is important that you isolate yourself away from other people for 10 days from the last date of contact with the confirmed case, which means separating yourself from others in case you become unwell. The exact dates that you are required to stay away from other people will be discussed with you by the staff at your local Public Health Unit or the Ministry of Health.

You will receive regular communication during this time to check that you are well and that you have not developed any symptoms. You should follow the instructions below until you are told that you no longer need to isolate yourself from others.

### Isolation at home or in a managed facility

Isolation is an effective measure to protect those around you - your family, friends, colleagues, and others - from potentially contracting COVID-19. It means taking simple steps to avoid close physical contact with other people as much as possible, like you would if you had the 'flu. It's important to do this even if you do not have symptoms as you can be infectious before knowing you've contracted COVID-19.

It is important to look after yourself, including your mental health, and if you feel that you are not coping it is important to talk with someone you trust or call 'Need to Talk' on 1737. We know it can be a stressful time, but taking these measures will help protect you, your family and all of New Zealand from COVID-19.

Talk to your friends and family and ask for their help to access the things you will need during this time. Talk to your employer to see if you can work from home or discuss what leave you might be able to access.

### Seek prompt medical attention if you develop symptoms

Most people who have had close contact with someone confirmed as having COVID-19 do not get infected or become ill.

The symptoms of COVID-19 are similar to common illnesses such as a cold or the 'flu. You may develop one or more of the following:

- A new or worsening cough
- A high temperature (at least 38°)
- Shortness of breath
- A sore throat
- Sneezing and runny nose
- Temporary loss of smell

Shortness of breath, or trouble breathing, is a sign of possible pneumonia so you should call 111 and tell them that you have been in contact with someone who has COVID-19.

If you are at home and develop any of these symptoms, call Healthline (for free) on 0800 358 5453, your doctor or an after-hours clinic for advice. Follow their instructions about how and where you should go to get tested. You and all members of your household should not leave home until you have discussed these symptoms with Healthline or another health professional.

Before seeking care, always tell the health care professional that you have been in close contact with someone who is positive for COVID-19. Clean your hands with hand sanitiser and put on a face mask before you enter any healthcare facility. These steps will help the health care provider or ambulance service keep other people safe.

If you are in a managed facility, contact the on-site health professionals. Follow their instructions about how and where you should go to get tested.

#### Advice about staying at home

Staying at home and keeping away from other people can present its challenges, but there are things you can do to make the **10** days easier.

- You must not have any visitors in your home.
- You can keep in touch with friends and family over the phone or internet, but don't have physical contact with anyone who isn't isolating with you.
- Where possible, ask friends or family to drop off anything you need or order supplies online. Make sure any deliveries are left outside your home for you to collect. Many New Zealand companies are now offering a 'contactless' delivery option, where they notify you when they have delivered.
- You should not share dishes, drinking glasses, cups or eating utensils (including cups and glasses in the bathroom and bedroom).
- You should wash your own dishes thoroughly with detergent and water or place them in a dishwasher for cleaning.
- You should wash your own dishes thoroughly with detergent and water or place them in a dishwasher for cleaning.
- Do not share food and drinks or prepare food for others.
- You- must not share personal items such as a's beds, towels and washcloths
- Use your own toothbrush and have a separate supply of products such as soap, toothpaste and toilet paper.
- Physical exercise is good for your wellbeing. Look for online classes or courses to help you exercise in your home.
- You can go outside, but you need to limit your contact with others. It's ok to go for a walk, run or ride your bike, as long as you do not have any symptoms and you avoid other people by staying at least 2 metres away from them.
- Don't use public transport, taxis or similar: transport methods during these 14 days.
- You can continue to live with others in your household during this time, but you need to avoid close contact with them by limiting any situations where you have face-to-face contact closer than 2 metres.

#### Clean your hands

Wash your hands often and thoroughly with soap and water for at least 20 seconds, making sure you dry them thoroughly. You can also use hand sanitiser (containing at least 60 percent alcohol) if soap and water are not available and if your hands are not visibly dirty. Avoid touching your eyes, nose and mouth with unwashed hands. The same hand hygiene should apply to all of your household members.

#### Cover your coughs and sneezes

Cover your mouth and nose with a tissue, your sleeve or elbow when you cough or sneeze. Throw used tissues in a rubbish bin and immediately wash your hands with soap and water for at least 20 seconds, making sure you dry them thoroughly, or use hand sanitiser.

#### Laundry

If you are in a managed facility, call the reception and follow the directions given by the staff.

Do not shake dirty laundry as this can disperse the virus through the air. Wash items according to the manufacturer's instructions on the clothing tag. It's ok to wash your dirty laundry with the rest of your household if you do the washing yourself, but you should only fold and put away your own items. It may be easier for someone else to fold and put away clean shared laundry items (such as towels and tea towels) and provide a supply for you.

If you do not have a washing machine, wait until 72 hours after you have been released before taking your laundry to a launder. You may need friends or family members to drop off basic clothing items to you.

Keep your home or accommodation clean and well-ventilated

If you are at home, you should not share a bed or a room with others during these 14 days.

Minimise the time you spend in shared spaces such as bathrooms, kitchens and sitting rooms as much as possible and keep shared spaces well ventilated. Clean surfaces like kitchen benches and sink tops after you use them and try to avoid touching them after you have cleaned them.

If you share a kitchen with others, avoid using it while others are present. Take your meals back to your room to eat. It may be easier for someone else in your household to prepare your food so you can avoid the kitchen area. If you have one, use a dishwasher to clean and dry your used crockery and cutlery. If this is not possible, wash them using your usual washing up liquid and warm water and dry them thoroughly, remembering to use a separate tea towel.

If you use a shared toilet and bathroom, it's important that you clean them every time you use them (for example, wiping surfaces you have come into contact with). You may wish to be the last to use the shower/bath in the morning or evening to make this easier on those you live with.

### **Living with children**

You should try to reduce your contact with your children if they don't need to self-isolate with you, but that may not be possible, particularly with young children.

Try to explain what is happening in a way that is easy to understand. Tell them you are staying at home to protect other people. Try to avoid worrying them. Remind them that you are being very safe to protect them and other New Zealanders.

So far, children with COVID-19 appear to be less severely affected. It is nevertheless important to do your best to follow this guidance. If your child develops symptoms, you should contact Health line.

It is important to look after yourself, including your mental health, and if you feel that you are not coping it is important to talk with a health professional. For support with grief, anxiety, distress or mental wellbeing, you can call or text 1737 - free, anytime, 24 hours a day, 7 days a week - to talk with a trained counsellor.

# Rapid antigen testing

## Guide for Businesses



December 2021

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**FOR MORE INFORMATION**  
please visit [www.health.govt.nz](http://www.health.govt.nz)

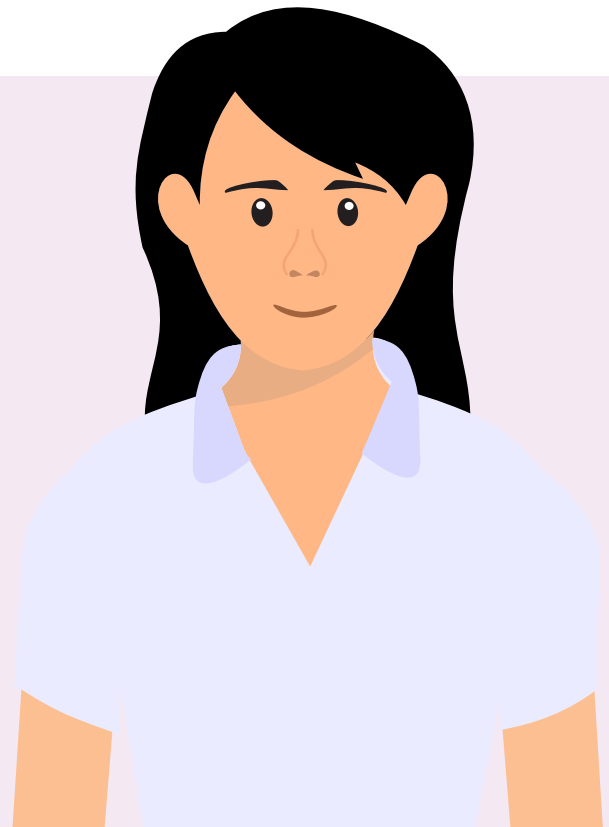
# Introduction

The shift to the COVID-19 Protection Framework allows businesses to open and operate close to normal and enables businesses to take control and manage COVID-19 in their workplace. This supports our overall goal to keep individuals and our communities safe.

This enables businesses to take responsibility for providing protection from COVID-19 in their workplace, and the following guide provides some key information on how Rapid Antigen Tests can be another tool added to your 'COVID-19 Toolbox'.

Rapid antigen tests are a choice for you as a business. It is not mandatory. You can decide if it will work for your business. COVID-19 testing will continue to be available for those who are symptomatic at local community testing centres (CTCs) and General Practices at no cost.

## Tools to protect against COVID-19



## What are Rapid Antigen Tests (RAT)?

### What is Rapid Antigen testing?

Rapid antigen tests are another tool to support you, your employees and your workplace to overcome COVID-19.

The use of rapid tests can help reduce the spread of COVID-19 by identifying individuals early before they spread the virus to their colleagues and in the community.

Rapid antigen tests are best used as a surveillance tool as part of a series of tests. We would advise individuals who have COVID-19 symptoms to seek a test via their nearest CTC or local GP.

## Key information

### What happens if my rapid antigen test result is invalid?

- If your result is invalid, you will need to have a PCR test taken at a local Community Testing Centre, or with a local GP.

### What happens if my rapid antigen test result is positive?

If you get a positive rapid antigen test result, you must:

- Self-isolate at your place of accommodation
- Go for a COVID-19 PCR confirmatory test as soon as possible – visit [www.healthpoint.co.nz/covid-19](http://www.healthpoint.co.nz/covid-19) to find the closest testing provider
- Follow all COVID-19 public health measures
- Contact Healthline for any COVID-19 health advice on **0800 358 5453**

**TO FIND OUT MORE**  
please visit [www.health.govt.nz](http://www.health.govt.nz)

New Zealand Government



Please be sure to read the instructions provided with the kits to ensure you're taking the right steps and reading your test result within the correct timeframe.

New Zealand Government





## What are the benefits?

- RAT are able to provide a test result in a short amount of time
- The test itself can be self-administered – noting that a supervised test is recommended

## Things to know about RAT

- It is a surveillance tool, and is not currently used to diagnose COVID-19
- If a test is positive, you will have to self-isolate and undertake a PCR test
- This may have an impact on day-to-day operations
- It is possible a RAT can be either false negative or false positive
- It is best used as a surveillance tool as part of a series of tests
- Businesses will need to fund RAT for surveillance testing in the workplace

## How do I get access to RAT?

Under the COVID-19 Public Health Response 2020 (Point of Care) Order (the Order) a number of rapid antigen test kits and importers have been approved. A list of these can be found [here](#).

Applications for the importation and use of rapid antigen tests can be made via the [Epidemic notice and Orders section](#).

For approved kits and distributors see the [Rapid Antigen Testing page](#).

## Things to do to prepare for RAT in the workplace

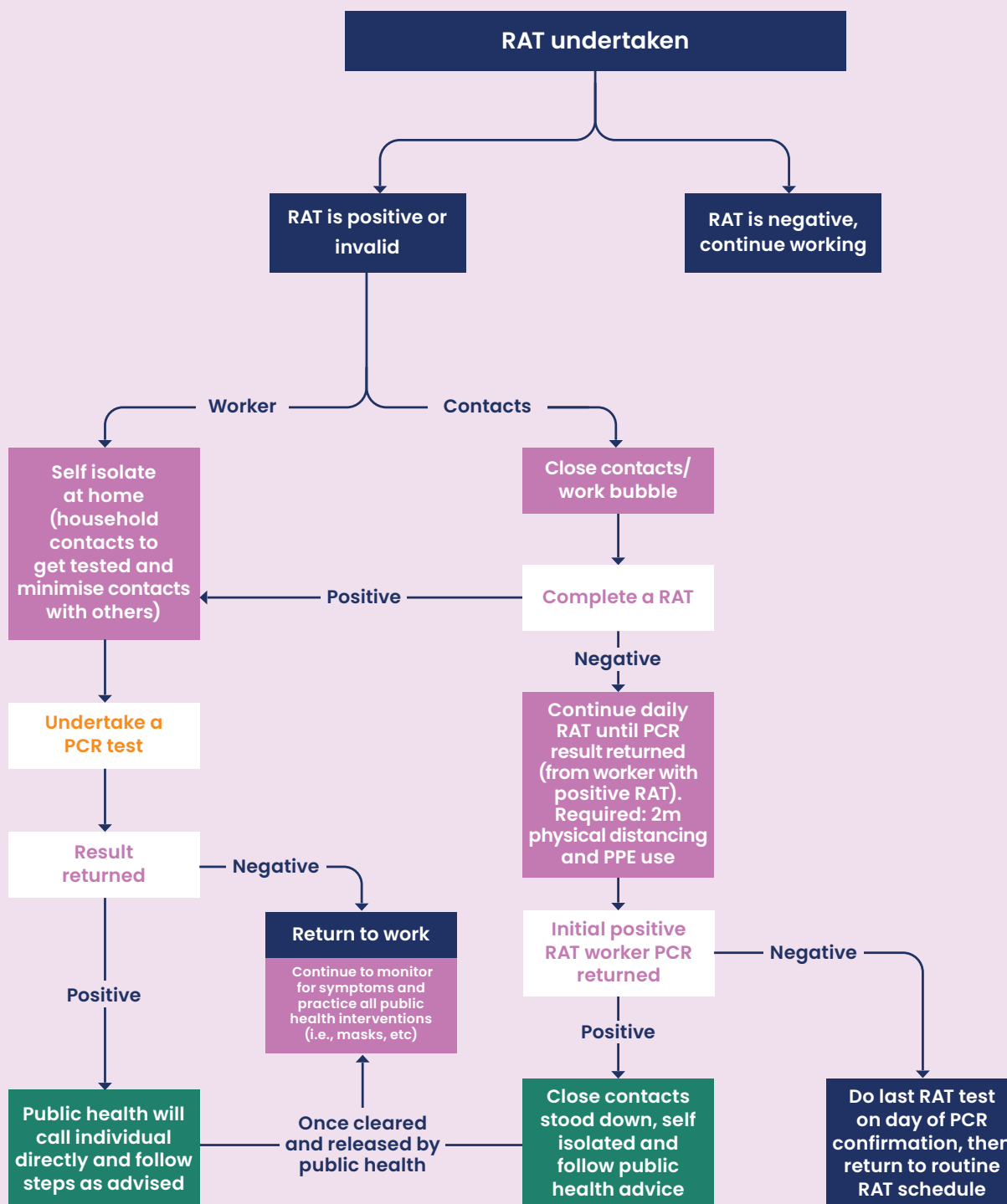
There are some key steps we recommend you take when preparing to use RAT in the workplace. These are:

- **Communicate** what is happening and why you're introducing RAT
  - This should include what happens if a positive test occurs
- **Prepare a Standard Operating Procedure** (attached is a template shared by MainFreight who were part of the MBIE RATS trial and revised this based on lessons learned)
- **Give it a go** – try a smaller group as a trial run to get a feel for it
  - This helps with the operations/logistics side of the testing
- **Create a site checklist** e.g. where, when, equipment needed
  - This helps on-training and gives people structure and guidance to follow
- **Allocate the necessary resources** in terms of number of supervised testers
  - Do you need to train one person in every bubble to perform the testing?
  - Or train 4-5 across a site?
- **Share the decision tree.** This can help people understand what it means for them as an individual if they have a positive RAT or if they are in a work bubble with someone else who tests positive, so they are well prepared.

## What to do if you get a positive RAT test at work

If a worker is experiencing COVID-19 like symptoms the worker needs to undertake a PCR test and isolate at home until their results are returned.

RAT produce on average 4 false positive results per 1000 tests. Work surveillance schemes should always confirm positive results with a PCR test and record the number of false positives.



## Appendix

Below are some useful links to find out further information about rapid antigen testing.

### Ministry of Health – Rapid antigen testing

<https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-health-advice-public/assessment-and-testing-covid-19/rapid-antigen-testing#general>

### Approved suppliers and rapid antigen test kits

<https://gazette.govt.nz/notice/id/2021-go4887>

### Roche

[https://diagnostics.roche.com/au/en\\_gb/c/covidqr-patients.html](https://diagnostics.roche.com/au/en_gb/c/covidqr-patients.html)

### CareStart

Arrow pharmaceuticals have some video tutorials available on their website.

VIDEO 1 – Health Professional Administering.

<https://vimeo.com/imageplay/review/586122621/153f8b6267>

VIDEO 2 – Patient Self-Administering

<https://vimeo.com/imageplay/review/586123696/cbc426f459>

### Panbio (Abbott)

<https://dam.abbott.com/en-gb/panbio/120007883-vl-Panbio-COVID-19-Ag-Nasal-AsymptomaticSe.pdf>

<https://www.globalpointofcare.abbott/en/lp/panbio-covid-19-ag-test.html>

### CLINITEST (SIEMENS-Healthineers)

<https://www.clinitest.siemens-healthineers.com/en>

### Additional training support

<https://www.alberta.ca/assets/documents/covid-19-rapid-testing-education-training-checklist.pdf> -

Training Checklist – to assist your site with local training to ensure all the important aspects of the test procedure are covered.

### Posters for businesses and organisations

<https://covid19.govt.nz/posters/#posters-for-businesses-and-organisations>

**FOR MORE INFORMATION**  
please visit [www.health.govt.nz](http://www.health.govt.nz)

**We appreciate** all that you do to keep our communities safe and COVID-19 out.

To find out more please visit the Ministry of Health website.



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Please email [covid-19poc@health.govt.nz](mailto:covid-19poc@health.govt.nz) if you have any questions or want to find out your eligibility for rapid antigen testing.

## Protects New Zealand and minimises the spread of COVID-19.

Traffic light settings (Green, Orange, Red) will minimise the impact of COVID-19 on people and protect the critical systems that support health and wellbeing.

The framework will keep the spread of COVID-19 and hospitalisations at as low a level as possible, by keeping cases contained and controlled, and if practical, stamped out. Protection from the virus will also be with vaccination (including booster), public health measures (e.g. contact tracing and testing) and keeping up healthy habits (e.g. washing hands, distancing, staying home when unwell).

The framework will protect the health system so people can get support and care when they need it most.

## RED

## Life at Red

	Record keeping/scanning	Face masks	My Vaccine Pass	Other requirements
<b>Gatherings – at home or private residence</b> e.g. friends and family visiting a house, hosting a party or gathering.	Required. (Not required if everyone 12 and over at the gathering can identify each other for the purposes of contact tracing).	Required for workers and volunteers if present, encouraged for others.	If My Vaccine Pass is used, up to 100 people allowed. If My Vaccine Pass is not used, up to 25 people allowed.	
<b>Gatherings</b> e.g. weddings, funerals, tangihanga, and community and social sport. Most marae and faith based services are also treated as gatherings.	Required. (Not required if everyone 12 and over at the gathering can identify each other for the purposes of contact tracing).	<p><b>When you have exclusive use of the defined space:</b> Required for workers and volunteers (excluding performers and formal speakers who are able to maintain 2 metre physical distancing), encouraged for others.</p> <p><b>When you do not have exclusive use of the defined space:</b> Required for everyone, including workers and volunteers (excluding performers and formal speakers who are able to maintain 2 metre physical distancing).</p>	If My Vaccine Pass is used, up to 100 people allowed, based on 1m distancing. If My Vaccine Pass is not used, up to 25 people allowed, based on 1m distancing.	
<b>Outdoor community gatherings</b> e.g. community fairs or events with uncontrolled access such as a public parade.	Required.	<p><b>When you have exclusive use of the defined space:</b> Required for workers and volunteers (excluding performers and formal speakers who are able to maintain 2 metre physical distancing), encouraged for others.</p> <p><b>When you do not have exclusive use of the defined space:</b> Required for everyone, including workers and volunteers (excluding performers and formal speakers who are able to maintain 2 metre physical distancing).</p>	If My Vaccine Pass is used, up to 100 people allowed, based on 1m distancing. If My Vaccine Pass is not used and there is uncontrolled access, up to 25 people allowed, based on 1m distancing.	

# COVID-19 Protection Framework (traffic lights)

Life at Red continued	Record keeping/scanning	Face masks	My Vaccine Pass	Other requirements
<p><b>Events</b> e.g. cinemas, stadiums, concerts venues, conferences, auctions, commercial recreational activities, sporting events and private galleries.</p>	Required.	Everyone should wear a mask (excluding performers and formal speakers who are able to maintain 2 metre physical distancing).	If My Vaccine Pass is used, up to <b>100 people allowed, based on 1m distancing</b> . If My Vaccine Pass is not used, <b>events are not allowed</b> .	If food and drink is provided at the event, people must be seated and separated while eating and drinking. Public facing workers at food and drink businesses must wear face coverings. Face masks can be removed when eating and drinking.
<p><b>Retail</b> e.g. shops, banks, outdoor markets, takeaway only businesses. Everyone will be able to access basic needs like food (dairies, convenience stores, supermarket), petrol stations, and pharmacies.</p>	Required.	Required for staff and customers.	Some retail businesses can choose to require My Vaccine Pass; this will not affect their capacity limits. Basic needs providers are prohibited from stopping access to people without My Vaccine Pass.	Capacity limits based on 1m distancing apply.
<p><b>Hospitality</b> e.g. cafes, restaurants, and bars (excludes takeaway only businesses).</p>	Required.	Required for staff and customers (when not eating and drinking).	If My Vaccine Pass is used, hospitality venues are limited to <b>100 people based on 1m distancing and seated and separated</b> . <b>Contactless only</b> if My Vaccine Pass is not used.	Food and drink takeaway only businesses can follow retail rules.
<p><b>Gyms</b> Gyms including membership-based business or services e.g. dance or martial arts studios.</p>	Required.	Required for staff (except when presenting a group exercise class when able to maintain 2 metre physical distancing), encouraged for others when practical.	With My Vaccine Pass, up to <b>100 people, based on 1m distancing</b> . Without My Vaccine Pass, <b>gyms must close</b> .	
<p><b>Accommodation</b> e.g. hotel, motel, cabin, backpackers, (excludes private residence).</p>	Encouraged.	Encouraged.	Some accommodation may choose to require My Vaccine Pass.	Customer-facing food and beverage services, other than room service, must follow the hospitality rules. Events hosted at accommodation to follow events rules. Gatherings rules (e.g. for a wedding, or for hosting a group of friends) apply at accommodation places.
<p><b>Close-proximity businesses</b> e.g. hairdressers, beauty therapy, massage.</p>	Required.	Required for workers (paid and non-paid) and customers (masks can be removed if receiving treatment to your face such as a bread trim).	<b>Open</b> if My Vaccine Pass is used, but public health requirements must be in place, including face coverings for staff. If My Vaccine Pass is not used, <b>close-proximity businesses must close</b> .	Note: These restrictions may apply within other settings. Professional and semi-professional sports; and specified social services are not considered to be close-proximity businesses.
<p><b>Public facilities</b> These are premises owned or managed by central or local government e.g. libraries, museums, public pools.</p>	Required.	Required for staff and customers (except at pools).	Open at Red with a <b>capacity limit based on 1 m distancing</b> . Some public facilities may choose to require My Vaccine Pass. Check public facility requirements before you go.	

# COVID-19 Protection Framework (traffic lights)



Life at Red continued

Workplaces	Record keeping/scanning	Face masks	My Vaccine Pass	Other requirements
<p><b>Workplaces</b></p>	<p>Encouraged.</p>	<p>Required for public facing staff, encouraged for others. Required for:</p> <ul style="list-style-type: none"> <li>veterinary services and animal health and welfare services</li> <li>courts and tribunals</li> <li>specified social services</li> <li>public area of premises operated by NZ Post Limited</li> <li>premises operated by a central government agency, a local authority, or NZ Police</li> <li>workers at a food and drink business or service</li> <li>health services in some situations.</li> </ul>	<p>Some workplaces may be covered by vaccine mandates.</p> <p>In addition, some workplaces may undertake an assessment to decide whether work must be undertaken by vaccinated people and if My Vaccine Pass is required for entry.</p>	<p>Workplaces are open.</p> <p>Working from home may be appropriate for some staff.</p>
<p><b>Transport</b></p> <p>e.g. airlines (domestic), public transport, Cook Strait ferries, taxis, trains.</p>	<p>Transport operators are required to support contact tracing, such as displaying QR codes in vehicles and assets (e.g. terminals and bus stations).</p>	<p>Required on:</p> <ul style="list-style-type: none"> <li>domestic air transport services</li> <li>arrival and departure points of public transport services</li> <li>public transport and Ministry of Education-funded school transport if you are aged 8 years or over or are a student who is in year 4 and above.</li> </ul> <p>Not required for passengers within an allocated carriage on specified Kiwirail services</p>	<p>Public transport, including buses, trains and taxis are prohibited from asking customers for My Vaccine Pass.</p> <p>Flights, Cook Strait Ferries and specified Kiwirail services may have My Vaccine Pass or testing requirements.</p>	<p>There are no physical distancing requirements on services or in transport environments like terminals, airports or bus stops.</p>
<p><b>Education - early childhood services, kōhanga reo</b></p> <p>Open with public health measures in place.</p>	<p>Required for certified playgroups, encouraged elsewhere.</p>	<p>Parents/caregivers and visitors are required to wear face coverings when indoors.</p>	<p>Licensed early childhood services are prohibited from asking children and parents for My Vaccine Pass.</p> <p>Teachers and staff are required to be vaccinated for onsite delivery of teaching and learning.</p> <p>Certified playgroups can only open with My Vaccine Pass.</p>	<p>Parents/caregivers who can supervise their children at home are encouraged to do so.</p> <p>If required, educators will make choices about their capacity to manage attendance.</p> <p>Parents/caregivers and visitors are encouraged to maintain 1m distancing from other adults while on site e.g., to settle their child, or to view a service.</p> <p>Visiting teachers in home-based services can consider providing support remotely to some educators and children.</p>
<p><b>Education - schools, kura</b></p> <p>Open with public health measures in place.</p> <p>Where confirmed cases occur within a school or kura, it may be necessary to limit the number of Year 0-8 students/ākonga.</p>	<p>Encouraged.</p>	<p>Required:</p> <ul style="list-style-type: none"> <li>indoors at schools for students/ākonga years 4-13</li> <li>for staff working to provide or support the provisions of education for years 4-13.</li> </ul>	<p>Teachers and staff, volunteers and workers are required to be vaccinated for onsite delivery of teaching and learning.</p> <p>Schools are prohibited from requiring students/ākonga, and their parents and caregivers (unless they are a volunteer or worker at the premises) to be vaccinated to access education. Schools may require people to have vaccine passes to attend events held on school premises.</p>	<p>Visiting teachers in home-based services can consider providing support remotely to some educators and children.</p> <p>Essential and learning support services and agencies may be on site. Minimise attendance on site for non-essential services.</p> <p>No non-essential visitors on site.</p>

# COVID-19 Protection Framework (traffic lights)



Life at Red continued

## Tertiary Education

Operating with increased public health measures in place.

### Record keeping/scanning

Encouraged.

### Face masks

Required indoors.

### My Vaccine Pass

Staff (including volunteers and contractors) and students/ākonga can be onsite if they are vaccinated or alternatively can work and learn remotely.  
Alternative learning options if My Vaccine Pass is not used.  
Providers may choose to require that residents or staff in student accommodation be vaccinated.

### Other requirements

Capacity limits based on 1m distancing apply.  
Where possible, tertiary education operators are encouraged to make remote learning options available for those who are unable or unwilling to attend classes being held onsite.



## ORANGE

### Life at Orange

	Record keeping/scanning	Face masks	My Vaccine Pass	Other requirements
<b>Gatherings – at home or private residence</b> e.g. friends and family visiting a house, hosting a party or gathering.	Required. (Not required if everyone 12 and over at the gathering can identify each other for the purposes of contact tracing).	Required for workers and volunteers if present, encouraged for others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, up to 50 people allowed.	
<b>Gatherings</b> e.g. weddings, funerals, tangihanga, and community and social sport. Most marae and faith based services are also treated as gatherings.	Required. (Not required if everyone 12 and over at the gathering can identify each other for the purposes of contact tracing).	Required for workers and volunteers (excluding performers and formal speakers), encouraged for others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, up to 50 people allowed, based on 1m distancing.	
<b>Outdoor community gatherings</b> e.g. community fairs or events with uncontrolled access such as a public parade.	Required.	Required for workers and volunteers (excluding performers and formal speakers), encouraged for others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, up to 50 people allowed, based on 1m distancing.	
<b>Events</b> e.g. cinemas, stadiums, concerts venues, conferences, auctions, commercial recreational activities, sporting events and private galleries.	Required.	Strongly encouraged for all workers (excluding performers and formal speakers) and others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, events are not allowed.	
<b>Retail</b> e.g. shops, banks, outdoor markets, takeaway only businesses. Everyone will be able to access basic needs like food (dairies, convenience stores, supermarket), petrol stations, and pharmacies.	Required.	Required for staff and customers.	Some retail businesses can choose to require My Vaccine Pass; this will not affect their capacity limits. Basic needs providers are prohibited from stopping access to people without My Vaccine Pass.	Capacity limits based on 1m distancing apply.
<b>Hospitality</b> e.g. cafes, restaurants, and bars (excludes takeaway only businesses).	Required.	Required for public facing staff, encouraged for others when not eating and drinking.	No limits if My Vaccine Pass is used. Contactless only if My Vaccine Pass is not used.	Food and drink takeaway only businesses can follow retail rules.
<b>Gyms</b> Gyms including membership-based business or services e.g. dance or martial arts studios.	Required.	Encouraged.	No limits if My Vaccine Pass is used. Without My Vaccine Pass, gyms must close.	

# COVID-19 Protection Framework (traffic lights)

**ORANGE** Life at Orange continued

	Record keeping/scanning	Face masks	My Vaccine Pass	Other requirements
<b>Accommodation</b> e.g. hotel, motel, cabin, backpackers, (excludes private residence).	Encouraged.	Encouraged.	Some accommodation may choose to require My Vaccine Pass.	Customer-facing food and beverage services, other than room service, must follow the food and beverage rules.  Events hosted at accommodation to follow events rules.  Gatherings rules (e.g. for a wedding, or for hosting a group of friends) apply at accommodation places.
<b>Close-proximity businesses</b> e.g. hairdressers, beauty therapy, massage.	Required.	Required for workers (paid and non paid). Encouraged for others.	Open if My Vaccine Pass is used.  If My Vaccine Pass is not used close-proximity businesses must close.	Note: These restrictions may apply within other settings. Professional and semi-professional sports; and specified social services are not considered to be close-proximity businesses.
<b>Public facilities</b> These are premises owned or managed by central or local government (e.g. libraries, museums, public pools).	Required.	Required for staff and customers (except at pools).	Open with a capacity limit based on 1 m distancing.  Some public facilities may choose to require My Vaccine Pass. Check public facility requirements before you go.	
<b>Workplaces</b>	Encouraged.	Required for public facing staff, encouraged for others. Required for: <ul style="list-style-type: none"> <li>veterinary services and animal health and welfare services</li> <li>courts and tribunals</li> <li>specified social services</li> <li>public area of premises operated by NZ Post Limited</li> <li>premises operated by a central government agency, a local authority, or NZ Police</li> <li>workers at a food and drink business or service</li> <li>health services in some situations.</li> </ul>	Some workplaces may be covered by vaccine mandates.  In addition, some workplaces may undertake an assessment to decide whether work must be undertaken by vaccinated people and if My Vaccine Pass is required for entry.	Workplaces are open.
<b>Transport</b> e.g. airlines (domestic), public transport, Cook Strait ferries, taxis, trains.	Transport operators are required to support contact tracing, such as displaying QR codes in their vehicles and assets (e.g. terminals and bus stations).	Required: <ul style="list-style-type: none"> <li>on domestic air transport services</li> <li>public transport</li> <li>arrival and departure points of public transport services.</li> </ul>	Public transport, including buses, trains and taxis are prohibited from asking customers for My Vaccine Pass.  Flights, Cook Strait Ferries and specified Kiwirail services may have My Vaccine Pass or testing requirements.	There are no physical distancing requirements on services or in transport environments like terminals, airports or bus stops.
<b>Education - early childhood services, kōhanga reo</b> Open with public health measures in place.	Encouraged.	Parents/caregivers and visitors are encouraged to wear face coverings when on site.	Teachers and staff are required to be vaccinated for onsite delivery of teaching and learning.  Licenced early childhood services are prohibited from asking children and parents for My Vaccine Pass.  Certified playgroups can open with My Vaccine Pass and following close-proximity business measures.	Parents/caregivers and visitors are encouraged to maintain 1m distancing from other adults while on site e.g. to settle their child, or to view a service.

# COVID-19 Protection Framework (traffic lights)

<p><b>ORANGE</b> Life at Orange continued</p>	<p><b>Record keeping/scanning</b></p>	<p><b>Face masks</b></p>	<p><b>My Vaccine Pass</b></p>	<p><b>Other requirements</b></p>
<p><b>Education - schools, kura</b> Open with public health measures in place. Where confirmed cases occur within a school or kura it may be necessary to limit the number of Year 0–8 students/ākonga.</p>	<p>Encouraged.</p>	<p>Required on school transport for students/ākonga aged 12 and up. Encouraged on site.</p>	<p>Teachers and staff, volunteers and workers are required to be vaccinated for onsite delivery of teaching and learning. Schools are prohibited from requiring students/ākonga, and their parents and caregivers (unless they are a volunteer or worker at the premises) to be vaccinated to access education. Schools may require people to have vaccine passes to attend events held on school premises.</p>	<p>All schools/kura will move to traffic lights from 1 January 2022.</p>
<p><b>Tertiary Education</b> Open with public health measures in place.</p>	<p>Encouraged.</p>	<p>Encouraged on site.</p>	<p>Some tertiary providers may choose to require My Vaccine Pass.</p>	

## GREEN

## Life at Green

	Record keeping/scanning	Face masks	My Vaccine Pass	Other requirements
<b>Gatherings – at home or private residence</b> e.g. friends and family visiting a house, hosting a party or gathering.	Required. (Not required if everyone 12 and over at the gathering can identify each other for the purposes of contact tracing).	Required for workers and volunteers if present, encouraged for others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, up to 100 people allowed.	
<b>Gatherings</b> e.g. weddings, funerals, tangihanga, and community and social sport. Most marae and faith based services are also treated as gatherings.	Required. (Not required if everyone 12 and over at the gathering can identify each other for the purposes of contact tracing).	Required for workers and volunteers (excluding performers and formal speakers), encouraged for others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, up to 100 people allowed, based on 1m distancing.	
<b>Outdoor community gatherings</b> e.g. community fairs or events with uncontrolled access such as a public parade.	Required.	Required for workers and volunteers (excluding performers and formal speakers), encouraged for others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, up to 100 people allowed, based on 1m distancing.	
<b>Events</b> e.g. cinemas, stadiums, concerts venues, conferences, auctions, commercial recreational activities, sporting events and private galleries.	Required.	Strongly encouraged for all workers (excluding performers and formal speakers) and others.	No limits if My Vaccine Pass is used. If My Vaccine Pass is not used, up to 100 people allowed, based on 1m distancing, seated and separated for service of food and drink.	
<b>Retail</b> e.g. shops, banks, outdoor markets, takeaway only businesses. Everyone will be able to access basic needs like food (dairies, convenience stores, supermarket), petrol stations, and pharmacies.	Encouraged.	Encouraged.	Some retail businesses can choose to require My Vaccine Pass. Basic needs providers are prohibited from stopping access to people without My Vaccine Pass.	
<b>Hospitality</b> e.g. cafes, restaurants, and bars (excludes takeaway only businesses).	Required.	Encouraged.	No limits if My Vaccine Pass is used. Without My Vaccine Pass, up to 100 people, based on 1m distancing, seated and separated.	Food and drink takeaway only businesses can follow retail rules.
<b>Gyms</b> Gyms including membership-based business or services e.g. dance or martial arts studios.	Required.	Encouraged.	No limits if My Vaccine Pass is used. Without My Vaccine Pass, up to 100 people, based on 1 m distancing.	

# COVID-19 Protection Framework (traffic lights)



Life at Green continued

	Record keeping/scanning	Face masks	My Vaccine Pass	Other requirements
<b>Accommodation</b> e.g. hotel, motel, cabin, backpackers, (excludes private residence).	Encouraged.	Encouraged.	Some accommodation may choose to require My Vaccine Pass.	Customer-facing food and beverage services, other than room service, must follow the food and beverage rules.  Events hosted at accommodation to follow events rules.  Gatherings rules (e.g. for a wedding, or for hosting a group of friends) apply at accommodation places.
<b>Close-proximity businesses</b> e.g. hairdressers, beauty therapy, massage.	Required.	Required for workers (paid and non paid). Encouraged for others.	Open if My Vaccine Pass is used.  Without My Vaccine Pass, there must be <b>1 metre physical distancing between customers.</b>	Note: These restrictions may apply within other settings. Professional and semi-professional sports; and specified social services are not considered to be close-proximity businesses.
<b>Public facilities</b> These are premises owned or managed by central or local government (e.g. libraries, museums, public pools).	Required.	Encouraged.	Some public facilities may choose to require My Vaccine Pass. Check public facility requirements before you go.	
<b>Workplaces</b>	Encouraged.	Some workplaces may be covered by vaccine mandates. In addition, some businesses may use the vaccination assessment tool to decide whether they can require work at their business to be done by vaccinated people.	Some workplaces may be covered by vaccine mandates.  In addition, some workplaces may undertake an assessment to decide whether work must be undertaken by vaccinated people and if My Vaccine Pass is required for entry.	Workplaces are open.
<b>Transport</b> e.g. airlines (domestic), public transport, Cook Strait ferries, taxis, trains.	Transport operators are required to support contact tracing, such as displaying QR codes in their vehicles and assets (e.g. terminals and bus stations).	Required on domestic air transport services.	Public transport, including buses, trains and taxis are prohibited from asking customers for My Vaccine Pass.  Flights, Cook Strait Ferries and specified Kiwirail services may have My Vaccine Pass or testing requirements.	There are no physical distancing requirements on services or in transport environments like terminals, airports or bus stops.
<b>Education - early childhood services, kōhanga reo</b> Open.	Encouraged.	Parents/caregivers and visitors are encouraged to wear face coverings when on site.	Teachers and staff are required to be vaccinated for onsite delivery of teaching and learning.  Licenced early childhood services are prohibited from asking children and parents for My Vaccine Pass.  Certified playgroups can open with My Vaccine Pass or close-proximity business measures.	Parents/caregivers and visitors are encouraged to maintain 1m distancing from other adults while on site e.g. to settle their child, or to view a service.
<b>Education - schools, kura</b> Open. Where confirmed cases occur within a school or kura it may be necessary to limit the number of Year 0–8 students/ākonga.	Encouraged.	Encouraged but not required indoors at school.	Teachers and staff, volunteers and workers are required to be vaccinated for onsite delivery of teaching and learning.  Schools are prohibited from requiring students/ākonga, and their parents and caregivers (unless they are a volunteer or worker at the premises) to be vaccinated to access education. Schools may require people to have vaccine passes to attend events held on school premises.	Visiting teachers in home-based services can consider providing support remotely to some educators and children.
<b>Tertiary Education</b> Open.	Encouraged.	Encouraged but not required indoors on site.	Some tertiary providers may choose to require My Vaccine Pass.	

## Key components

### Vaccination

Vaccination (including boosters) will keep people safe from serious illness and will protect the health system. Getting vaccinated reduces the likelihood of people getting really sick, going to hospital or passing COVID-19 on to others. There are places where vaccination for workers is required, e.g. within the border, health, disability, education sectors, and at hospitality, events, gyms and close-proximity businesses. It is also required for businesses that are using My Vaccine Passes for their customers. The vaccination assessment tool is a legal framework to help businesses make decisions about vaccinations in the workplace.

### Factors considered to shift traffic lights settings

Health factors include vaccination coverage, capacity of the health and disability system, testing, contact tracing and case management capacity and the transmission of COVID-19, including its impact on communities. Decisions will also include other factors, including economic and social impacts, and operational considerations.

### My Vaccine Pass

- The official record of the COVID-19 vaccination status. Available at [MyCovidRecord.health.nz](https://mycovidrecord.health.nz) for people who are fully vaccinated, or have a temporary medical exemption. It can be stored on a phone or paper copy carried.
- A business or facility may choose or require My Vaccine Pass to be verified on entry. Check with the business or facility before you go. Personal data can not be stored when it is verified. A negative test result is not a substitute.
- A vaccine pass can not be used to access basic needs services, including supermarkets, dairies, petrol stations, public transport (except for airlines and inter-island ferries), pharmacies and essential health care.
- Children under the age of 12 years and three months do not need to provide a vaccine pass, but they do count towards capacity limits. Business should exercise judgement when requesting vaccine passes from children, as they may find it hard to prove their age.
- If My Vaccine Pass is in place, the business should clearly signal that customers and staff will have to be vaccinated.
- As many vaccine passes as reasonably possible are to be checked when entering premises, e.g. at the door, or as a customer is seated. Photo ID may be requested alongside checking the pass.
- Businesses and services may switch between operating under vaccinated and unvaccinated settings. There must be a clear process in place, such as well-ventilated rooms and high-touch, surfaces cleaned between cohorts. Settings must be made clear to all involved (staff and attendees) and signage displayed to indicate if My Vaccine Pass is required.

### Definition of gatherings and events

A gathering is defined as a group of people who are intermingling.

An event is defined as an activity where entry is controlled, e.g. through ticketing, fees, registration or other ways to control access. Events are held at commercial or private venues, or publicly owned premises hired for the purpose of the activity, and can be held indoors or outdoors. It also includes an activity held at an outdoor area where a group of customers and clients is accompanied or supervised by a worker providing services to that group (for example, a guided tour).

The normal operations of cinemas, theatres, stadiums, concert venues, conference venues, casinos, and private galleries are considered events.

The definition of what is an event excludes an activity that is held at a private dwelling (like your home).

If you meet the definition for an event, you should apply events rules to your activity. If you don't, and your activity involves an intermingling of people, you should follow gatherings rules (including at your home). You may also follow gatherings rules for things like funeral or tangihanga, faith-based services, weddings, and non-professional sport and recreation activities.

### Defined space

A defined space is a single indoor or outdoor space separated from other spaces. If there is more than 1 defined space in the premises, the group of people using 1 space must not mix with other people using, entering or exiting the premises. This excludes workers.

What this looks like in practice may vary. For example, it could mean making sure you have separate entrances for shared areas, or stagger start times. It might also mean you make sure that groups use different bathrooms or service counters.

### Capacity limits

Specified limits are based on 1 metre distancing, which means one metre square of space for each person (the number of people is limited by the space available). It does not mean people must maintain 1 metre physical distancing. Capacity limits include everyone in a defined space, excluding workers (paid and unpaid). A group of people that has people with and without My Vaccine Pass (excluding children), must follow the lower capacity limit specified for no My Vaccine Pass.

### Record keeping

QR codes issued by the NZ Government legally must be displayed in workplaces and on public transport to enable use of the NZ COVID Tracer App for contact tracing. Certain businesses and event organisers legally must also have a way for customers and visitors to record entry their premises or attended a gathering or event (whether via the NZ COVID Tracer app or otherwise). Record keeping is encouraged to help contact tracing go faster and the prevention of further spread of COVID-19.

## Key components (continued)

### Localised protections and lockdowns

Can be used to control high rates of transmission. The restrictions implemented will consider specific circumstances and the nature of the public health response. They could include:

- stay at home orders;
- closure of premises, e.g. schools and retail;
- restrictions on gatherings; and
- restrictions on movement in and out of the lockdown area.

### Enforcement

A person who fails to comply with a COVID-19 Protection Health Order commits an offence and may be subject to penalties. Businesses and venue providers are responsible for record keeping, verifying vaccine passes, and following capacity limits. Breaking rules risk spreading the virus and puts communities at risk. Penalties may apply for any breach in the COVID-19 Order.

### Additional guidance may apply

A business, service, or activity not captured in the framework must follow public health measures. If hosting an event or gathering, those rules apply (the rules follow the activity). If food and drink is available, hospitality rules must be followed, unless you are operating as part of a gathering. Additional requirements may apply for some workplaces; check relevant guidance.

### Freight

No restrictions. All freight can be distributed and received. All freight can enter and leave the country.