



# BASE CAMP COVID MANAGEMENT GUIDELINE

Wollongbar Base Camp

March 2022

## Supporting Documents

- [NSW RFS RAT Framework](#)
- [NSW RFS 2021/22 Bushfire Season – Operational Arrangements COVID-19](#)
- [NSW RFS COVID-19 Response Action Process](#)
- [Fact Sheet - NSW RFS Site and Appliance Cleaning](#)
- [NSW Health COVID-19 Guidance](#)

## Rapid Antigen Testing Process

To ensure the safety and wellbeing of all persons staying and working at Wollongbar TAFE, all individuals are required to complete Rapid Antigen Tests (RAT) daily.

Additionally, anyone experiencing the below COVID-19 symptoms should immediately obtain a RAT.

- Fever
- Cough or sore throat
- Severe headaches or dizziness
- Shortness of breath (breathing difficulties)
- Runny nose
- Loss of taste or smell

## People who are confirmed positive either by RAT or PCR

- Positive contacts should remain in the identified isolation accommodation away from other persons.
- As soon as practicable and where feasible, confirmed individuals should pack and be demobilised to their home locations.
- Where not possible due to duration, distance, or the inability to not expose the greater community to infection from travel breaks etc, the individual will be required to remain in the identified isolation accommodation until appropriate travel arrangements can be made.
- All persons who have travelled in the same vehicle or accommodated in the same tent as the confirmed case should be informed to monitor for symptoms, complete RAT and continue to complete RATs daily, as per standard camp requirements.

## Isolation accommodation options

Options for people who are unable to travel include:

1. Identified COVID quarantine accommodation hotels:
  - a. Tallaringa Views would be able to accommodate people with COVID-19 for them to isolate. Phone: 0422 502 146
  - b. Alstonville Country Cottages may be able to assist. Phone: 02 6628 1696
  - c. Discovery Parks in East Ballina may be able to assist. Phone: 0498 003 454.
2. Utilisation of the self contained isolation camper vans onsite.

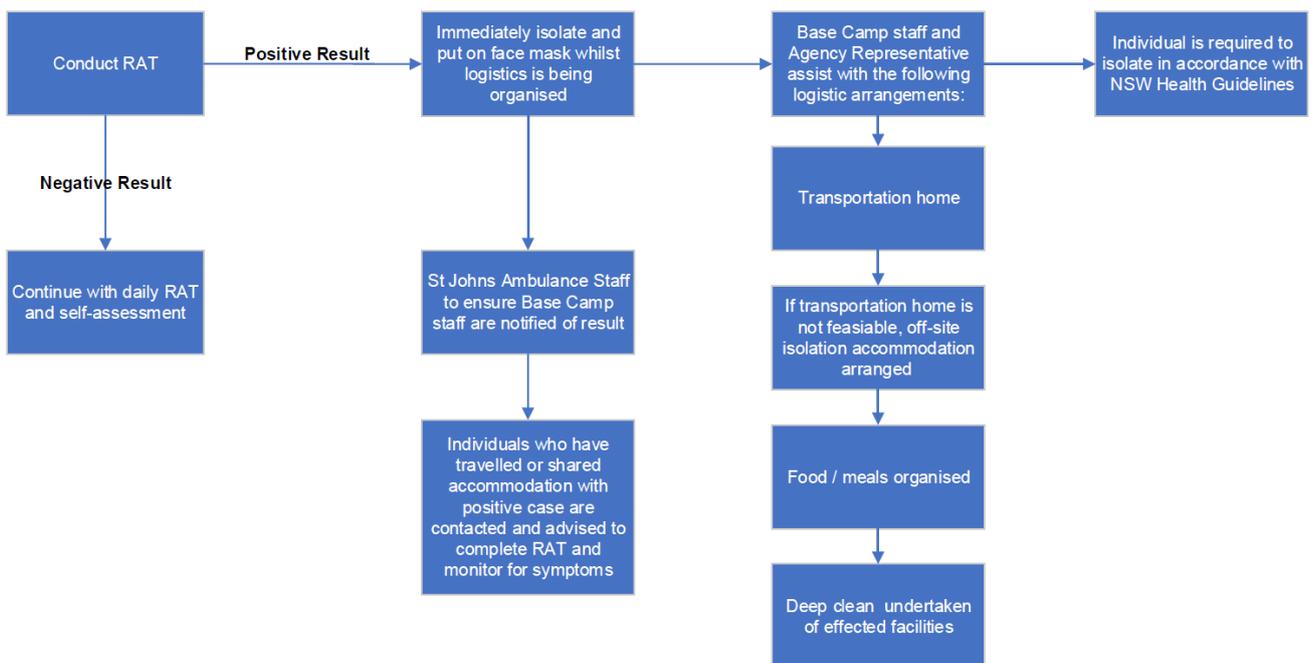
3. Utilisation of the dedicated isolation tents and ablutions on site at the base camp.

Once the positive cases are removed from the appropriate isolation areas, these areas will need to be deep cleaned and returned to an unoccupied status.

### Testing process

- 4 Onsite St Johns Ambulance staff are assisting with the daily testing, providing advice regarding COVID-19, and advising if positive results are received.

### Workflow process



### Transporting an positive individual (if required)

- Assign vehicles to individuals and or crews.
- Driver to wear full Personal Protective Clothing such as face mask, gloves, safety glasses and face shield.
- Turn your vehicles air conditioner recirculation off.
- Disinfect vehicle high touch surfaces before and after transportation of person, immediately.

### General practices

#### Physical Distancing

- Physical distancing (1.5m) is strongly encouraged and were possible:
  - at points of mixing or queuing such as in the catering hall and washrooms;
  - between seated groups; and

- › between staff.
- › Individuals are also encouraged to remain within their workgroups.

### **Ventilation**

- › To assist with ventilation, all accommodation tents have positive pressure air conditioning and air purifiers. Air filters in each of the tents are suitable to support filtering of COVID-19 in line with AS1324.
- › Individuals are encouraged to gather and conduct daily briefings in outdoor settings where possible.
- › Where feasible for indoor areas, natural ventilation should be increased by opening windows and doors where possible.
- › If individuals need to use an indoor spaces at the Base Camp, they are encouraged to use large, well-ventilated indoor spaces.
- › Air conditioning systems need to be well-maintained and operating properly. If there are any issues with air conditioning, Base Camp staff should be notified.
- › Deployed infrastructure is short term and is checked prior to deployment. Any concerns or issues are immediately addressed via the provider.

### **Hygiene and cleaning**

- › Masks are available on site for persons who wish to utilise them. Whilst not mandatory, masks are encouraged in common areas where social distancing can not be maintained.
- › Several best practices are in place including:
  - › Cough and sneeze into your elbow
  - › Practice physical distancing
  - › Cough and sneeze into your elbow
  - › Eat meals with your workgroup
  - › Remember who you have come into close contact with whilst on deployment
  - › Regularly wash and sanitise hands
- › Hand sanitiser is placed around the base camp, outside the catering tent, office spaces, as well as additional hand wash stations strategically placed throughout the camp.
- › Daily cleaners check and stock consumables relevant to the rest rooms and relevant hand wash stations.
- › Cleaning of high touch points at the Base Camp is undertaken multiple times throughout the day. Additionally, cleaning of all Base Camp facilities is completed daily.
- › Deep cleaning of specific tents is to be conducted if an individual receives a positive RAT or PCR.

### **Record keeping**

- › All accommodation tents are required to have a QR Code displaced at its entrance so individuals can register their daily COVID RAT results.
- › All personnel staying at the base camp are tracked along with tent utilization, which is provided daily to St Johns to follow up on obtaining and entering daily testing results.
- › To assist with record keeping, all individuals staying at the Base Camp are encouraged to 'check in' on arrival.
- › NSW RFS COVID-19 Response Action Process it to be followed for all RFS personnel who receive a positive RAT or PCR test.

### **Recommended pre-deployment requirements**

- › Individuals experiencing symptoms are not deployed to site and all persons must be vaccinated.
- › Prior to individuals commencing a deployment, they are strongly encouraged to undertake a RAT at home.
- › All new arrivals at the Base Camp are required to undertake a RAT.
- › All individuals accommodated and visiting the Base Camp undertake daily RAT.

## Posters

- > [COVID-19 posters and print resources](#) are available on NSW Health website and should be displayed around the base camp.

## Base Camp COVID Checklist

Y	N	Activity	Comments
<b>HANDWASHING AND HYGIENE</b>			
<input type="checkbox"/>	<input type="checkbox"/>	Has hand sanitizer been placed at entry and exit points, and around the workplace?	

<input type="checkbox"/>	<input type="checkbox"/>	Are bathrooms well stocked with hand wash and paper towel?	
<input type="checkbox"/>	<input type="checkbox"/>	Are maximum capacity signs in place for washrooms?	
<input type="checkbox"/>	<input type="checkbox"/>	Do all bathrooms have hand washing facilities?	
<input type="checkbox"/>	<input type="checkbox"/>	Have posters been placed with instructions on how to wash hands?	
<b>CLEANING</b>			
<input type="checkbox"/>	<input type="checkbox"/>	Ensure common areas are cleaned at the start and end of each day and after any potential contamination with detergent or disinfectant.	
<input type="checkbox"/>	<input type="checkbox"/>	Have cleaning supplies been placed throughout facilities?	
<b>Accommodation</b>			
<input type="checkbox"/>	<input type="checkbox"/>	Has the pre-identified isolation accommodation been recently contacted to determine availability?	
<input type="checkbox"/>	<input type="checkbox"/>	Has the number of isolation camper vans been recently reassessed?	
<b>Testing and supplies</b>			
<input type="checkbox"/>	<input type="checkbox"/>	Are St Johns Ambulance staff in place to assist with monitoring and managing RAT testings?	
<input type="checkbox"/>	<input type="checkbox"/>	Is there a sufficient supplies of RATs available in the camp or do more need to be ordered?	
<input type="checkbox"/>	<input type="checkbox"/>	As the closest PCR testing facility been identified?	
<input type="checkbox"/>	<input type="checkbox"/>	Is there a sufficient amount of face masks and sanitiser available within the base camp?	
<b>Other Comments</b>			