

Memorandum of Understanding between farmer/owner and employees under ALERT 4

Although farming is viewed as an essential service during our country's lockdown, we need to make some significant changes to our operations to do our part and ensure our business continues to operate.

From Thursday 25th March 2020: for all employees on *farm name*

Employer.....Employee.....

I am in isolation at my home with:

.....
.....

I understand and agree to the following:

Signed

- All staff must self-isolate, no exceptions
- All staff must not come within 2 meters of each other
- All staff must not work together on the same task
- Where required a roster will be established to ensure staff don't work together

Communication is essential

Do

- Call people if required, rather than talking face-to-face (during and outside working hours)
- Please sign-into work each workday
- Keep in touch with those at home during the day to ensure people know you are safe
- Please call *Farm Manager / Employer* and ask questions
- If others are on farm, communicate constantly with each other to ensure physical distancing so work is done safely with no contact

Don't

- No conversations over the fence with neighbours or others unless using the 2 metre rule
- Always keep 2 meters away from other staff or contractors on farm
- In your home (after work) do not have contact with anyone who you are not in isolation with
- If unauthorised people approach you on the farm keep a 2m distance and contact your *Manager / Employer* or police
- If you know them move away and call them on the phone



Actions

- I will only use my assigned bike and equipment
- I will disinfect all commonly used equipment after use including tractors, vehicles and equipment
- I will actively observe the Physical distancing rule
- I will notify my employer immediately should someone arrive on the property unexpectedly. No contractors or visitors on farm unless given specific approval by Employer, which will only be given for essential work
- I will keep a list of names of essential service people that come onto the farm, including the date and time, to enable trace back if necessary

Being able to operate our business over this time is a privilege. But with this, comes a serious responsibility.

The entire country is in a State of Emergency – the highest possible level – and it is essential for everyone to do everything they can to prevent the spread of COVID-19. If we do not take this responsibility seriously, we could lose the right to operate and jeopardise others.

Please call me should you have any worries questions concerns or need clarification, we have one shot at this and we all need to stick together.

Employer name, farm name

