

## CHECKLIST: COVID-19 SAFETY MEASURES FOR ROADSIDE SERVICE CENTRES

<p><b>Drivers</b></p>	<p>If you are a driver, ask yourself the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Have I washed or sanitised my hands at all appropriate times, but especially before sitting and prior to leaving?</li> <li><input type="checkbox"/> Am I maintaining appropriate social distancing while in the truck driver lounge?</li> <li><input type="checkbox"/> How long am I planning to use the facilities? Truck drivers must not remain in the lounge for more than one hour. This includes using the showers and toilet facilities.</li> <li><input type="checkbox"/> If using the shower facilities, have I notified a truck driver lounge employee after showering to allow time for cleaning?</li> <li><input type="checkbox"/> Am I aware of and following all COVID-19 related instructions from employees in the truck driver lounge?</li> <li><input type="checkbox"/> Have I ensured that I am not displaying symptoms of illness (fever, cough, sore throat) before entering the truck driver lounge? If feeling unwell, do not enter and instead seek medical assistance.</li> </ul>
<p><b>Businesses</b></p>	<p>If you are a business, have you ensured the following:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Is there appropriate signage that clearly states the truck driver lounge is only open to truck drivers and that social distancing and appropriate hygiene requirements must be followed?</li> <li><input type="checkbox"/> Have all employees working in the truck driver lounge been provided with guidance based on the Department of Health website?</li> <li><input type="checkbox"/> Is there ongoing cleaning and sanitising of all surfaces, doors and high traffic areas in accordance with advice provided on the Department of Health website?</li> <li><input type="checkbox"/> Is soap or handwash readily available in the toilet and shower facilities?</li> <li><input type="checkbox"/> After each use of a shower facility, is there thorough cleaning and sanitising occurring? Ensure showers that have been cleaned are marked as ready to be used.</li> <li><input type="checkbox"/> Have you provided additional hand sanitising stations for both employees and heavy vehicle drivers to encourage use?</li> <li><input type="checkbox"/> Do you have in place procedures to closely monitor the health of all employees, with at least daily reporting or check-ins by supervisors?</li> <li><input type="checkbox"/> Are the tables, seating and truck driver numbers managed to comply with social distancing requirements?</li> <li><input type="checkbox"/> Are employees being reminded to minimise their interactions with truck drivers in the lounge area to those that are essential to provide them with the services?</li> <li><input type="checkbox"/> Have all self-serve options (unless pre-packaged) been removed?</li> <li><input type="checkbox"/> Have you ensured other work, health and safety and other regulatory requirements are being met?</li> </ul>