

Business Name: _____

Date of issue: _____

PCBU/OFFICER CHECKLIST	SIGNED	REVIEW DATE
Have you undertaken a risk management assessment for your worksite re-entry		
Have Covid19 site response plan prepared and on site		
Ensure signage is in place in multiple locations		
Ensure your incident or Covid19 event plan is in place and protocols for isolation designated area identified		
Have an incident reporting document in place for use for Covid19 suspected or identified case investigation		
Assess and review Contractor and worker induction plans regularly.		
Ensure essential deliveries have a controlled access plan and single person in attendance		
Keep a clearly identified sign in and out register for tracking of all worksite personal		
Are PPE and sanitation locations prepared and replenished regularly		
Identified wellness and Mental health helplines and made available to team members		
A process to check on lone workers		
Review the process regularly		