

## **WA FREIGHT, LOGISTICS and TRANSPORT INDUSTRY FRAMEWORK PLAN FOR COVID-19**

### **PURPOSE**

The freight, logistics and transport industry is critical to the State of Western Australia, and the national economy. The industry is a significant employer, purchaser and taxpayer.

The availability and mobility of the industry's workforce will be critical to ensuring continuity of essential services, production and imports/exports to the State.

Worker health and safety is the industry's top priority, with the sector having protocols in place to ensure the health of its workforce. Industry continues to respond proactively and swiftly to developing risks posed by the Novel Coronavirus (COVID-19).

This Framework applies to all activities within Western Australia in the freight and logistics industry in WA and mandates a range of key requirements to enable the freight and logistics industry to meet the necessary workforce requirements to continue to provide an essential service to the State during the Novel Coronavirus (COVID-19) crisis, while ensuring the health and safety of its workforce and supporting community safety.

Individual companies and operators within the industry may choose to have in place additional requirements that are specific to their business that are over and above the key requirements set out in this framework. In the event of any inconsistency however, the requirements in this document will prevail.

### **OBJECTIVE**

The overarching objective of this Framework is to:

1. support the safety and health of the freight, logistics and transport industry workforce
2. ensure that the industry does not unavoidably adversely impact the regions and communities it services and operates in, and does not undermine public health efforts, and
3. maintain operations and production wherever possible for the benefit of the industry, workers, communities and suppliers that the industry supports.

The Framework has been developed by the Freight and Logistics Council of Western Australia and key representatives from the industry to ensure a consistent and proactive approach in the freight, logistics and transport sector in the State.

The Framework is intended to reinforce and operate concurrently with the public health arrangements as they are put in place from time to time by the Government to manage and address the impacts of COVID-19. For the avoidance of doubt, this includes restrictions on Federal or State borders, or the movement of people.

## **KEY REQUIREMENTS**

The Framework establishes the key requirements that the freight and logistics sectors will have in place in consultation with the Government.

The freight and logistics sectors commit to have in place detailed policies and procedures to deliver on the intent and objectives of the Framework.

To reiterate, the Framework operates in the context of any public health restrictions and the industry supports the broader implementation of those arrangements for the community.

Workers health and safety is paramount, and the industry will ensure workers are protected from undue exposure to COVID-19 and have in place the health protocols and services to be able to respond if a worker is infected.

The Framework specifies key requirements to be included in the freight and logistics sectors approach in order to operate while any restrictions are in place.

These include:

### *Supporting the industry's workers*

- a. **(Information for workers)** Freight and logistics companies will provide regular and consistent updates to workers on the spread of COVID-19 in their communities, strategies to avoid contracting it both in and outside the workplace (eg social distancing/sanitation etc), ways to support colleagues and their families, and the requirements contained within this Framework.

- b. **(Mental Health)** Freight and logistics companies and industry representatives acknowledge that this is a difficult and stressful time for the industry's workforce. The sector is already proactive in addressing mental health and wellbeing and therefore well placed to support workers at this time. Companies continue to ramp-up the wide variety of supports in place to support the mental health and wellbeing of their employees.
- c. **(Equipment)** Freight and logistics companies will ensure so far as is possible that workers have access to all the necessary health and safety equipment to prevent the spread of the disease (e.g. sanitisers, soap etc.) and protect themselves from contracting it.
- d. **(Point of contact)**. Each freight and logistics company will nominate a key contact for their workers to get more information about the respective company's efforts under the Framework.

*Prevent and protect workplaces from infection*

- e. **(Symptoms testing)** Freight and logistics companies will incorporate a symptoms identification process to identify early warnings and presentations (eg: temperature testing/self-reporting etc).
- f. **(Government rules)** Industry will take best steps to enforce the government's rules amongst their workforces (e.g. that any worker who has been overseas or been in contact with someone with COVID-19 will be in self-isolation for 14 days)
- g. **(Sanitation)** High sanitation is practised at freight and logistics locations however additional cleaning protocols will be put in place for all common areas and equipment. At any point, the Government can query, inspect premises and make recommendations with respect to sanitation at a site.
- h. **(Distancing)** Operators will implement procedures and processes to ensure physical and social distancing is practised through individual or group segregation, consistent with Government advice. Workers will be provided with information on how to implement physical or social distancing.
- i. **(Group events)** Group events like meals and start-ups are being cancelled or staggered and held outdoors/larger facilities to significantly reduce people numbers in one place and comply with social distancing requirements.

- j. **(Health professional support)** Each operator will have a procedure in place to manage the initial stages of situations where a suspected COVID-19 case presents.

*Responding to positive tests and evacuation*

- k. **(Quarantine)** Where a positive test is returned, or a case is suspected, the individual will be documented on a register and sent home to self-isolate.
- l. **(COVID-19 Action Plan)** Every freight and logistics company will have a specific action plan in place for response to COVID-19 cases (eg: standing down/isolation of workers, cleaning of workplaces etc).
- m. **(Effective communication)** - Freight and logistics companies will communicate with other parties in relation to any suspected COVID-19 cases where there is a possibility of contact across companies.
- n. **(Risk assessment and mitigation)**. Freight and logistics companies will compile a list of workers that fit into highest risk categories as identified by the Chief Health Officer or their delegate (eg: older workers and those with underlying health issues) and ensure there are appropriate mechanisms in place to prevent and respond to an infection.
- o. **(Evacuation – mild or medium)** Freight and logistics operators will have in place as part of their COVID-19 Action Plan for mild or medium presentations. These could include, for example, evacuation of a driver with symptoms presenting during a trip and the segregation and stand-down of exposed crews.

*Public health and managing community interactions*

- p. **(Minimise impact on communities)** To reflect the freight and logistics company's commitment to minimise their impact on the regional and remote communities where they operate, companies will seek to put in place arrangements to minimise all interaction between their activities and communities.

### *Monitoring and Reporting*

- q. **(Reporting)** Through the industry representative, the industry is committed to provide daily reports to the Government of any new COVID-19 cases, evacuations, recoveries and current caseload.
- r. **(Government validation)** The Framework is submitted to the Government for their input and advice and ultimately validation. The Framework can be refined as needed by the Government (and specifically the Chief Health Officer or their delegate).
- s. **(Contact person)** The industry nominates the Freight & Logistics Council of WA as their representative to act as the central point of contact for this Framework with the Government.

### *Travel & work protocols*

- t. **(Transit protocols)** Subject to government requirements the freight and logistics sector operators will be allowed to continue operations & production inclusive of intrastate and interstate movements (based on strict guidelines and protocols).
  - All such workers will be restricted to operational critical personnel only
  - All such personnel from interstate must go through stringent pre-start checks before commencing work.
  - Industry representatives will work with freight and logistics companies to undertake a 'needs analysis' and, if necessary, to adjust shift rosters to ensure minimum number such personnel are moving around or entering the state.
- u. **(Temporary relocation)** Freight and logistics companies may offer interstate/intrastate critical personnel the option of being based in WA or specific region during this period.

## **MODAL SPECIFIC REQUIREMENTS**

In addition to the general requirements stipulated in this Framework for the entire industry, the below modal specific requirements will also be enforced.

### *Ports and Shipping*

- a. **(Distancing)** Operators will implement procedures and processes to ensure physical and social distancing is practised with all vessel crew at all times. Workers will be provided with information on how to implement physical or social distancing.
- b. **(Quarantine)** Where a confirmed or suspected case of COVID-19 is present on a vessel it will not be permitted to load/unload.
- c. **(Port Authority Measures)**. Operators will comply with all requirements stipulated by the Australian Border Force and relevant Port Authorities.

### *Rail*

- a. **(Sanitation)** Additional cleaning protocols will be implemented by rail operators to ensure locomotives and associated devices are cleaned with increased frequency.
- b. **(Essential Services)** Operators will focus on maintaining essential goods and power supply.

### *Road*

- a. **(Distancing)** Operators will implement procedures and processes to ensure physical and social distancing is practised at all delivery and pick-up locations. Workers will be provided with information on how to implement physical or social distancing.

## **GOVERNANCE & IMPLEMENTATION**

The Framework is intended to guide the actions of freight and logistics companies. This Framework can be reviewed, escalated or strengthened based on advice by the Government and specifically the Chief Health Officer or their delegate.

With reasonable notice, the freight and logistics sector are committed to cooperating with and implementing the Government's guidance.

For the avoidance of doubt, this Framework seeks to apply a risk-based approach based on scientific evidence currently available and follow applicable local and international health authority guidance to enable the continued operation and production of a state and nationally significant industry.