

VETFLASH!

Dear Member,

As we enter into the second phase of managing Covid-19 in South Africa, where the government will determine levels at which each province can function, further details as to the management of Covid-19 in the workplace are emerging. Attached to this VetFlash you will find two documents which relate to the management of COVID-19 in the workplace. In the amended regulations published on the 29th of April 2020, it is **required** that workplaces have a Workplace Plan for Covid-19. We have, in the document called Workplace Risk Assessment and Management Plan, attempted to assist you in this regard. This document is supported by the attached Excel Spreadsheet which performs the calculations in order to determine the risk of your practice.

Note that the Workplace Risk Assessment and Management Plan is a framework and you will need to determine your practice's risk and risk management plans by amending the management plan. In the document you will find comments on the right-hand side which provides with guidance and can be deleted once the document is completed. The tables in the Excel Spreadsheet, once completed, can be copied into this document. Be careful when inserting or deleting rows and columns -there are formulas involved which may be compromised if insertion or deletion is done incorrectly. Note that we have not taken excessive effort to create a document that is aesthetically pleasing – we want it to be functional and allow you to apply appropriate fonts and styles in line with your practice's documents.

In the document called Workplace Policy on Covid-19, we have attempted to provide your practice with a policy that needs to be signed by all employees. Once again, this policy can be amended as required for your specific practice aims to serve as a template.

We do hope that you find the attached useful.

Kindly take note that we will issue updated guidelines, per level, later today.

Best regards,
Gert Steyn
Managing Director

