



TAURANGA NETBALL CENTRE'S BUSINESS CONTINUITY – PANDEMIC POLICY

<p>Policy Rationale</p>	<p>Tauranga Netball Centre is committed to its members, athletes, employees, volunteers Coaches, suppliers and stakeholders to safeguard those individuals in the event of a pandemic.</p> <p>The overall goal is to have a pandemic policy which sits alongside the Business Continuity Plan. The Pandemic Policy provides for the care and flexibility for employees. It emphasises the need to put employees together with others which include all those relevant groups mentioned above (members, athletes, volunteers, coaches, suppliers and stakeholders) safety first while enabling essential services to continue as close to normal.</p>
<p>Policy statement(s)</p>	<p>Tauranga Netball Centre recognises the commitment of the Board, management, staff and suppliers to support the objectives of its Business Continuity and Pandemic Plan.</p> <p>It also needs to ensure obligations under the health and Safety in the Workplace Act 2015 are met. In particular the organisation is committed to ensuring:</p> <ul style="list-style-type: none"> • Essential services continue to be delivered to the best level possible during any disruption arising from a pandemic, while not compromising health and wellbeing of staff. This is critical to ensure as much of a sense of normal as possible, during whatever abnormal circumstances may be at play. Documenting this ensures everyone has a clear understanding of the roles and responsibilities. • The possibility of workplace closure is addressed. • Risks of contagion to people in the workplace are managed, ensuring the health and wellbeing of employees. • Ministry of Health directives are the initial basis for decision making in the event of a pandemic, such as directives regarding self-isolation and gatherings of people. • Employees and volunteers are expected to continue to attend the workplace in line with their usual arrangements, except where alternatives are activated. • Employees and volunteers are expected to remain working during a

	<p>pandemic, unless they are on agreed leave.</p>
<p>Policy Implementation and Related Procedure Documents</p>	<p>The implementation and review of this Pandemic Policy is the responsibility of Tauranga Netball Centre's, Centre Manager.</p> <p>Tauranga Netball Centre's, Centre Manager is responsible for the establishment of a Pandemic Management Team.</p> <p>Tauranga Netball Centre's Pandemic Management Team will be responsible for the development and implementation of Tauranga Netball Centre's Pandemic Health and Safety Plan.</p> <p>Tauranga Netball Centre's, Centre Manager will be responsible for reviewing and updating Tauranga Netball Centre's Pandemic Health and Safety Plan annually. These plans will be reviewed by the Pandemic Management Team along with the Tauranga Netball Centre Board.</p>
<p>Legislative Compliance Considerations</p>	<ul style="list-style-type: none"> • Health and Safety at Work Act 2015 • Holidays Act 2003 • Guidance from Ministry of Health
<p>Review Protocol</p>	<p>Policy Reviewed By: Centre Manager</p> <p>Date Reviewed: 20th August 2021</p> <p>Next Review Date: 20th August 2022</p>



**TAURANGA NETBALL CENTRE
BUSINESS CONTINUITY – PANDEMIC PLAN**

<p>Plan statement and objectives</p>	<p>Tauranga Netball Centre is committed to its members, employees, suppliers and stakeholders. The Purpose of the Pandemic Plan is to ensure employee and stakeholders safety is put first while the provision of essential products and services continue, at each stage of the Pandemic.</p> <p>This Pandemic Plan has been prepared in accordance with the Organisations Pandemic Policy.</p> <p>Where possible, this plan is to be made available to all staff. The key objectives include:</p> <ul style="list-style-type: none"> • Essential services continue to be delivered to the best level possible during any disruption arising from a pandemic, while not compromising health and wellbeing of staff. This is critical to ensure as much of a sense of normal as possible, during whatever abnormal circumstances may be at play. Documenting this ensures everyone has a clear understanding of the roles and responsibilities. • The possibility of workplace closure is addressed. • Risks of contagion to people in the workplace are managed, ensuring the health and wellbeing of employees. • Ministry of Health directives are the initial basis for decision making in the event of a pandemic, such as directives regarding self-isolation and gatherings of people. • Employees and volunteers are expected to continue to attend the workplace in line with their usual arrangements, except where alternatives are activated. • Employees and volunteers are expected to remain working during a pandemic, unless they are on agreed leave. • Communication plans are considered
<p>Review Protocol</p>	<p>Plan Reviewed By: Centre Manager</p> <p>Date Reviewed: 20th August 2021</p> <p>Next Review Date: 20th August 2022</p>