



CHENREZIG INSTITUTE
A Centre for Buddhist Study, Meditation & Retreat

Chenrezig Inc. COVID-19 Workplace Policy

Policy current as of 11 April 2022

The purpose of this policy

We take the welfare and wellbeing of our staff employees and customers seriously at Chenrezig Institute.

This Policy includes the actions that should be taken to ensure that we minimise risk in the workplace due to COVID-19 and our staff are informed about measures to prevent the spread of infection.

Legislation and public health directives

This policy represents our approach to dealing with the COVID-19 pandemic. However, this policy is in all respects subject to any overriding legislation and public health directives. For example, if the public health directive which mandates that our workplace closes overrides this policy. Government mandates that you must remain at home, or that our workplace must close, then such a directive overrides this policy.

We refer you to the various Government websites (both Commonwealth and State) which contain up-to-the-minute current information on legislation and public health directives.

Queensland Health:

https://www.qld.gov.au/health/conditions/health-alerts/coronavirus-covid-19?utm_medium=website&utm_source=qh_home_page&utm_campaign=dh-COVID-19&utm_term=&utm_content=covid_updates_button

Commonwealth Department of Health:

<https://www.health.gov.au/news/health-alerts/novel-coronavirus-2019-ncov-health-alert>

Minimising risk in the workplace

Your health and safety are paramount to us, and we are actively reviewing and taking steps to ensure that Chenrezig Institute remains as safe as possible - taking into consideration the scope and requirements of Chenrezig Institute operational requirements of our business, and the nature of each of your roles.

To promote the health and safety of those staff who are required to attend the workplace, we will:

- Endeavour to provide and maintain a low risk working environment for all staff, volunteers and residents where COVID safe protocols are in place and adhered to.
- Provide information, instruction and supervision to you so far as we can to promote your health and safety.
- Provide adequate facilities for you to practice good hygiene. This includes hand sanitiser, soap, disinfectant spray, tissues, and where relevant, face masks.
- Consult with you about work health and safety issues relevant to this outbreak.
- Integrate work health and safety issues into all of our decision making.
- Put in place mechanisms for monitoring work health and safety issues; and
- Take any health concerns raised by you seriously.

While performing your duties at Chenrezig Institute you must:

- Follow all aspects of this policy.
- Take reasonable care to ensure your own health and safety, and that of your colleagues and our visitors.
- Not place others at risk or jeopardise the safety of our work environment by any act or omission, for example, coming to work while unwell.
- Follow any safe work procedures or protocols that we implement
- Cooperate with us to meet our statutory work health and safety obligations.
- Regularly clean and disinfect frequently used surfaces.
- Practice cough etiquette (keep away from other people, cover coughs and sneezes with disposable tissues or clothing);
- Wash your hands and/or use hand sanitiser thoroughly and regularly.
- Always observe social distance (maintaining 1.5 metres distance) with other people. Where this is not possible, a mask should be worn.
- Avoid shaking hands or hugging when greeting others.
- Consider social distance requirements when planning meetings.
- Limit food handling and sharing of food in the workplace.

Staff who are suspected to have or are diagnosed with COVID-19

People who have a flu-like illness or who have been directed by health authorities to either self-isolate or self-quarantine must not attend work but stay at home and away from others. They are required to:

- Seek COVID -19 testing
- Follow the advice from health authorities on social distancing and public gatherings.
- Immediately inform their line manager via email or phone.
- **Not attend the workplace** under any circumstances.
- Follow the advice of their medical practitioner.
- If staff have been away for more than 2 days, must provide a medical certificate prior to returning to work.

Staff who develop symptoms while at work

- The staff member must immediately notify their direct supervisor or line manager, and will be directed to go home and seek COVID testing.
- If they receive a negative COVID test result, they can return to work when their symptoms have resolved.

Staff members who are close contacts of someone with COVID-19

- The staff member who is a close contact should report this to their line manager.
- Queensland Health will provide specific advice as to their requirements for testing and quarantine.
- The staff member will need to follow Queensland Health advice regarding when they are able to return to work.

Chenrezig Inc. role in providing Information about COVID 19 Vaccinations

Although vaccinations are voluntary, in response to the Queensland Government's rollout of the COVID-19 vaccinations, Chenrezig Inc. has an important role in encouraging eligible workers to be vaccinated unless they have a medical exemption.

It is important to understand that COVID 19 vaccine is only one control measure to reduce the risk of serious effects of COVID-19 in workplaces.

Chenrezig Inc. will endeavour to:

- assist staff in accessing information regarding the safety and efficacy of COVID-19 vaccines
- provide staff with information on where they can access vaccination.
- protect staff members' privacy in relation to their decisions on vaccination

Policy on Access to Chenrezig Institute Facilities

On 9 November the Queensland Premier announced a requirement for all cafe/restaurant staff and Patrons to be fully vaccinated (2 doses of COVID-19 vaccination) from 17 December 2021.

See appendix below.

The following policy was implemented by Chenrezig Inc on the 17th of December 2021.

1. Big Love Cafe staff and patrons will be **required** to be fully vaccinated (2 doses of COVID-19 vaccination)
2. Retreat Attendees will be **required** to be fully vaccinated (2 doses of COVID-19 vaccination)
3. Guests staying in CI accommodation will be required to be fully vaccinated (2 doses of COVID-19 vaccination)
4. For all other areas of Chenrezig Institute we respectfully **request** that people only visit if they are fully vaccinated.
5. Visitors to the following areas of Chenrezig Institute are required to comply with social distancing requirements, use hand sanitiser before entry and wear masks whilst in:
 - Library
 - Reception and Dharma shop
 - Wellbeing Centre (wear masks until seated or on yoga mat)
 - Art Studio
 - Gompa (wear masks until seated)
 - Garden of Enlightenment (indoors)

Due to local COVID transmission in Queensland and the emergence of the Omicron variant an updated policy was implemented **from 22 December**:

All people attending Chenrezig Institute are required to be fully vaccinated (double dosed) against COVID-19.

People attending any area of Chenrezig Institute will be required to carry proof of vaccination, including:

- The gompa
- Library
- Big Love Cafe
- Shop/Reception
- Garden of Enlightenment Stupa
- Wellbeing centre
- Art studio
- Accommodation

Visitors to the following areas of Chenrezig Institute are still required to comply with social distancing requirements, use hand sanitiser before entry and wearing masks:

- Reception and Dharma shop
- Library
- Art Studio (indoors)
- Wellbeing Centre (wear masks until seated or on yoga mat)
- Gompa (wear masks on entering and leaving until seated, and during pujas)
- Garden of Enlightenment (indoors)

As of 7 February 2022, the Queensland Government relaxed the QR app check-in requirements : this is now only required for businesses where vaccination is a condition of entry. For Chenrezig Institute this only applies to people entering the Big Love Cafe.

As of 4 March 2022, further restrictions were eased in Queensland including:

- Masks will no longer be required indoors, except in healthcare settings, residential aged care, disability accommodation, prisons, public transport, airports and on planes.
- Masks will still be recommended whenever you can't social distance.
- Venues and events will no longer have density limits.

In view of these changes, the fact that the Qld Omicron wave is now past its peak, and 90.9% of Queenslanders are fully vaccinated (at least two doses of COVID-19 vaccine), an updated, less restrictive policy will be implemented at Chenrezig Institute from 18 March:

- All people attending the Big Love Cafe at Chenrezig Institute are required to be fully vaccinated (double dosed) against COVID-19 and will be required to carry proof of vaccination. Check in with the QR app is required before entering the cafe.
- Retreat attendees and guests staying in centre accommodation must comply with the above, except if they are fully self-catering in a self-contained retreat hut.
- Visitors to the centre, who are not visiting the Big Love Cafe do not have a requirement to be fully vaccinated or to check in with the QR app.
- Visitors to all areas of Chenrezig Institute are still required to comply with social distancing requirements, use hand sanitiser before entry and wear masks while in the Big Love Cafe until seated at a table, if social distancing can't be observed.
- External groups who have hired the Wellbeing Centre for courses/retreats no longer have a requirement for their patrons to check-in via the QR app, nor do they need to wear face masks. In addition, density limits no longer apply.

Policy update - 11 April 2022

From Thursday 14 April, the Queensland Government requirement for patrons at cafes/restaurants to be double vaccinated against COVID-19 will be lifted, and there will no longer be a requirement to check in with a QR Code.

From 14 April:

- All patrons are able to dine at the Big Love Café regardless of vaccination status and without the requirement to check in.
- Accommodation at Chenrezig Institute may be booked by any guest regardless of vaccination status
- All students are able to register for retreats regardless of vaccination status

The following recommendations remain in place:

- Visitors to all areas of Chenrezig Institute are requested to observe social distancing requirements, use hand sanitiser before entry and wear masks while queuing in the Big Love Cafe until seated at a table, or at any other times when social distancing can't be maintained.
- Visitors attending multi-day group retreats at the centre (including but not limited to the Easter retreat and Nyung Na retreat) are requested to have a negative COVID RAT test during the 24 hours before attending the retreat.