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| Department of Health and Human Services Victoria | HomeCOVIDSafe Public Event Attestation To be completed for Low Risk Tier 2 Public Events  |

**This change has seen the introduction of a new Low Risk Tier 2 threshold under the** [**Public Event Framework**](https://www.coronavirus.vic.gov.au/public-events-information-for-organisers)**, allowing these Tier 2 events to take place without public health approval, subject to the completion of this Public Health Attestation Form.**

**Event organisers can only use the attestation process where the Tier 2 event has been deemed ‘low risk’ based on the following criteria:**

For **outdoor events and indoor (seated) events** an event will be designated a Low Risk Tier 2 Event if it meets the following two criteria:

1. The event has fewer than 5,000 participants/spectators; and
2. Attendance at the event must not exceed 75 per cent capacity limit of the venue.

**Indoor (unseated) events** must meet the following additional criteria to be designated a Low Risk Tier 2 Event:

1. event does not feature behaviours that present a greater COVID risk (singing, dancing, chanting or consumption of alcohol or drugs).

**Event organiser details:**

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| --- | --- |
| Name: |  |
| Organisation: |  |
| Event name:  |  |
| Event location: |  |
| Event date: |  |
| Number of expected attendees: |  |
| Event Type: Seated or free standing and roaming (please detail)  |  |
| Primarily indoor or outdoor: |  |
| Single or multi-day (if multi-day please indicate the number of days)  |  |
| Email: |  |
| Phone number:  |  |

**Tier 2 events can take place without approval if event organisers can attest they will meet and/or implement all thirteen of the following COVIDSafe criteria:**

| **COVIDSafe criteria**  | **Yes** | **No** |
| --- | --- | --- |
| **Please answer every row either as ‘Yes’ or ‘No’ with an ‘x’** |  | **x** |
| 1. **Density requirement** –

Is the public event at 75% or less of the venue capacity?  |  |  |
| 1. **Higher COVID risk behaviours** –

For public events that are **indoors and unseated**, the event **does not** feature behaviours that present a greater COVID risk (singing, dancing, chanting and consumption of alcohol and other drugs)? |  |  |
| 1. **Record keeping**

Do you have a method of capturing the details for each and every attendee at the event, including patrons, participants, performers, staff, contractors? A patron pre-event ticketing system and QR code system are strongly recommended. Records should be kept for at least 28 days. |  |  |
| 1. **Communications**

Will you proactively communicate public health messaging with attendees prior to, and during the event?Event organisers are asked to update attendees in relation to the following public health messaging:* stay at home if you’re unwell.
* patron attestation within event ticketing,
* entry conditions or QR code;
* patron declaration that they have not visited a red zone or public exposure site, as noted on the [Department of Health Victoria | Case locations and outbreaks](https://www.dhhs.vic.gov.au/case-locations-and-outbreaks-covid-19#case-alerts--public-exposure-sites) website.
* ensure they bring masks, regularly hand sanitise and ensure physical distancing of 1.5 metres at all times at the event
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| 1. **Crowd management:**

Will you make appropriate plans for crowd management at the event?Crowds management plans should include:* clear protocols including signage;
* staggered entry and exit for maintaining physical distancing in common areas (food and beverage, bathrooms, merchandise sales, foyer etc); and
* Clear management of ‘choke points’ that cover all aspects of the patron journey, including as they enter the venue, where and how they will be seated, movement throughout the event, queuing, and how they exit the venue.
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| 1. **COVID Marshal ratio recommendation:**

Will you make arrangements for the appropriate number of COVID Marshals?For events without alcohol, minimum dedicated COVID Marshal ratio of 1:100. For events with alcohol present, in addition to liquor licence crowd controller conditions, a minimum dedicated COVID Marshal ratio of 1:300. If the crowd controller ratio will not be met, a COVID Marshal ratio of 1:100 is required. See <https://www.coronavirus.vic.gov.au/covid-marshals> for further details. |  |  |
| 1. **Cleaning & Hygiene:**

Will you ensure the regular cleaning of high touch surfaces throughout the event, including a pre and post event clean, and provide hand sanitiser and adequate toilet facilities to staff, contractors and patrons? |  |  |
| 1. **Vendors & Contractors:**

Will you work with event vendors and contractors to ensure: * They comply with COVIDSafe practices and provide training to staff (including communication they should not attend work if unwell);
* Their food and beverage service aligns with hospitality guidance in the Restricted Activity Directions; and
* They have their own COVIDSafe plans and put in place measures such as contactless payment, physical distancing in queues and food packing where possible?
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| 1. **Staff training and PPE:**

Will you ensure government approved PPE is available for staff and volunteers, with appropriate training, and have additional PPE available for patrons if required?See for more information <https://www.skills.vic.gov.au/s/free-infection-control-training>? |  |  |
| 1. **Positive case management**

Will you implement clear protocols for managing a suspected case at the event, including dedicated isolation room(s), medical follow-up, and first-aid facilities? |  |  |
| 1. **Ventilation:**

Where possible and relevant (e.g. for indoor events), will you implement improvements to ventilation e.g. air-conditioning with external air circulation, and opening windows and doorways? |  |  |
| 1. **Directions and Mask use:**

Will you ensure that that staff and patrons comply with indoor mask use and all other directions as listed on the <https://www.coronavirus.vic.gov.au/> website? |  |  |
| 1. **Completed COVIDSafe event plan:**

Have you completed a COVIDSafe event plan for this event that details the above public health criteria? |  |  |

I attest that the information in this attestation is true and accurate:

Name: ……………………………………

Signature: ……………………………………

Date …………………………………………..

***Note:*** *Section 210 of the Public Health and Wellbeing Act 2008 (Vic) provides that a person must not give information that is false or misleading in a material particular, make a statement that Is false or misleading in  material particular or produce a document that is false or misleading in a material particular to (amongst other persons) the Chief Health Officer or an authorised officer without indicating the respect in which it is false and misleading and, if practicable, providing correct information (unless the person believed on reasonable grounds that the information, statement or document was true or was not misleading).*

*Penalty:           In the case of a natural person:  60 penalty units ($9,913.20)*

*In the case of a body corporate: 300 penalty units ($49,566)*