



Defence Health Directorate
Headquarters
New Zealand Defence Force
Defence House
34 Bowen Street
Wellington 6011
NEW ZEALAND

16 Dec 20

DEFENCE HEALTH DIRECTIVE: 20/007

HEALTH FORCE PROTECTION MEASURES FOR NZDF WORKPLACE ACTIVITY DURING THE COVID-19 HEALTH THREAT

Purpose

1. This Defence Health Directive provides direction on—
 - a. Health protection measures that must be instigated throughout the force to ensure NZDF activities are conducted safely in the presence of a COVID-19 health threat. These measures will ensure alignment with NZ Government alert level precautions and reflect safe management of personnel conducting NZDF duties/workplace activities.
 - b. Assessment of appropriate re-entry into the workplace of NZDF personnel who are border workers and those previously affected by COVID-19 or respiratory symptoms.
 - c. Requirements for workplace health and safety measures at each Government Alert Level.

Scope

2. This Health Directive applies to NZDF health personnel, NZDF commanders/managers and NZDF personnel.

Out of scope

3. This Health Directive does not cover—
 - a. Specific Defence Health clinical direction to Defence Health and Dental Centres as it relates to the provision of healthcare services within the NZDF during the COVID 19 epidemic. Instruction on this has been promulgated separately.
 - b. Detail related to personal protective equipment (PPE) requirements beyond the basic hygiene and physical distancing measures. PPE advice is task specific and advice on appropriate PPE must be sought from health advisers in relation to specific tasks.

Risk reduction

4. All NZDF personnel are responsible for ensuring that they apply the promoted risk reduction measures in the conduct of their duties, in accordance with the assessed NZ Government Alert Level and/or NZDF Health and Safety Control Measures.
5. Risk management for COVID-19 should be considered against both likelihood and impact measures. The critical risk is the transmission of COVID-19 between personnel. The likelihood of this is reduced through personal protection measures such as symptom screening, physical distancing and hygiene.
6. Reducing the impact if transmission occurs is achieved through reducing the numbers of people involved in a collective activity (reducing exposed close contacts) and reducing the crossover of cohorts of personnel (i.e. interaction between different 'bubbles'¹).
7. Commanders and managers are to ensure that control measures that reduce both the likelihood and impact of COVID-19 exposure are able to be successfully applied to a task/activity in accordance with the assessed Alert Level.
8. Commanders and managers are to ensure that COVID-19 control measures do not create additional unintended risk for personnel.

Individual vulnerabilities

9. All NZDF personnel are responsible for assessing their own individual vulnerability to a COVID-19 respiratory infection. It is expected that personnel will self-identify to their commander/manager or health provider if they have concerns that their pre-existing health status will place them more at risk from COVID-19 exposure (either for Op Protect task or routine duties/activity).
10. Commanders/managers are to ensure that these vulnerable personnel are encouraged to disclose their concerns and identify any individualised requirements additional to NZDF workplace health and safety control measures that are in place.
11. Individuals must be health assessed for COVID-19 related vulnerabilities prior to offshore postings/deployments/exercises or activities.

Health Force Protection Measures

12. A range of control measures can be applied to reduce the risk of transmission of COVID-19 and reduce the impact should there be infection in NZDF personnel. Key health force protection control measures are outlined in this Health Directive for all NZDF individuals and for NZDF border workers.

Risk assessments

13. All Commanders and Managers responsible for NZDF activities are to ensure a COVID-19 risk assessment is undertaken prior to any activity taking place. This risk assessment

¹ Ministry of Health term used to describe a small group of regular, close knit contacts e.g. residential family household members: <https://covid19.govt.nz>

must consider the threat impact on workplaces or activities even at low likelihood levels. Control measures must be applied that are clearly linked to reducing risk and must include assurance measures to demonstrate that the controls are being effectively applied.

Mandatory Health Force Protection Measures

14. The following health force protection measures are to be applied **at all times by all NZDF personnel**—
- a. Self-symptom screening of personnel should occur and no persons with un-investigated respiratory symptoms should attend any workplace.
 - b. Increased physical distancing (>2m) in the workplace and during any task/activity where possible.
 - c. Increased hygiene practices with frequent reminders and time and facilities accessible (i.e. hand washing/sanitising).
 - d. A regular surface cleaning schedule is to be in place for all facilities and equipment (including communal facilities).
 - e. All personnel must maintain accurate and up to date individual contact records of their workplace and social locations and interactions. Workplace contact registers must be kept through QR codes or retrievable registers that will enable a prompt health response with accurate contact tracing.
 - f. Ensure all external providers or new personnel joining a work place abide by additional hygiene and physical distancing measures.
 - g. Compliance with promulgated direction on use of masks in environments where physical distancing cannot be achieved. All NZDF military personnel must wear masks in on all public transport.
 - h. Gatherings should be limited to the capacity of the space in which they are to be conducted in order to allow physical distancing. You must also be able to quickly and accurately capture and record attendance for tracing and tracking purposes. Alternatives to physical gatherings should be included to keep gathering sizes down.

Additional Health Force Protection Measures

15. In addition to the mandatory protection measures highlighted above the following measures may also be put in place to further reduce risk to a workplace or activity when required. Key operational outputs may have these requirements in place regardless of the national alert levels—
- a. Reduce the number of personnel in any workplace/training/activity group in order to minimise close contact numbers.
 - b. Reduce access to communal facilities for life essential services only (i.e. food, medical services).
 - c. Reduce or eliminate exposure to external providers (i.e. external instructor support). Minimise or prevent the requirement for new personnel to join a group.

- d. Minimise exposure to catering and facilities management personnel.

Health Force Protection Measures - NZDF Border Workers

16. NZDF Personnel conducting duties that have them in client facing roles with international travellers/returnees (i.e. working at MIQF Facilities/border operations/repatriations) have an increased risk of exposure to COVID-19. This risk is mitigated but not eliminated by the control measures in their duty locations. For a period of fourteen days after their duty is completed there is a 'low but not no risk' that they could develop respiratory symptoms that represent COVID-19 infection.
17. To reduce the impact of this event the following force health protection measures should be applied **during duty and for a fourteen day period after completion of border duties** (refer Annex B)—
 - a. All border workers must formally daily screen for COVID-19 symptoms.
 - b. Any personnel developing respiratory symptoms must self-isolate, report their symptoms to Healthline (0800 358 5453) and NZDF Health Services (through local camp/base DHCs) and be tested.
 - c. NZDF border personnel with respiratory symptoms must not attend any workplace/activity or public location. Even if COVID-19 testing is negative these personnel are not to return to the workplace until symptom free and cleared by NZDF Health.
 - d. NZDF border workers should minimise their contacts with NZDF non-border workers (i.e. essential contacts only) during their duty period and for a minimum of 7 days after completion of duties. This means not arranging meetings or social events with non-border workers during their duty period and for a minimum of 7 days after completion of duties
 - e. NZDF border workers must keep a retrievable record of all of their contacts and locations that they attend outside of their work in a border facility, in order to support rapid contact tracing requirements.
 - f. NZDF border workers should continue to maintain physical distancing where possible and good hand hygiene outside of border workplaces
 - g. All personnel must wear masks in public environments where physical distancing of >2m cannot be achieved (all public transport and crowded locations).
 - h. A minimum of 7 days respite will apply at the end of a duty period. NZDF border workers are not to return to NZDF workplaces during duty and respite periods without NZDF health and command approval. Those living in camps and bases will be supported for life essential services where required.
 - i. During and for a minimum of 7 days after completion of duty the use of communal facilities on camps/bases such as mess facilities, gymnasiums and bars is to be restricted. Dedicated MIQF worker areas or times in these facilities are to be provided if they are to be used.

- j. NZDF border workers should not attend large (>100 pers indoors or >500 outdoors) public/private or NZDF workplace activities during their duty period and for 14 days post completion of duties.
 - k. Alternative methods of worker participation in activities or meetings should be considered (i.e. video-conference) to enable some early workplace interaction.
 - l. For the period of day 8-14 after completion of duties personnel should be managed in workplace bubbles as small as possible, with ideally, the participants being a stable group, not a mix of different workplaces. The key being that the smaller the workplace group the smaller the impact should a person develop respiratory symptoms during the 14 days post duty. Effective 'MIQF workforce bubble' management can reduce close contact numbers and mitigate the workforce impact.
18. Border workers should not enter workplaces that represent critical outputs such as platform based duties prior to deployment, pre deployment collective activities and any work that exposes them to vulnerable populations (i.e. health workers), during and for 14 days post completion of duty. This is due to the significant impact of a suspected or confirmed COVID-19 case on outputs in these areas.
19. Note that duty air crew are to operate under the promulgated force health protection control measures for RNZAF Air Crew.

NZ Government Alert Levels

20. Control measures that apply against government alert levels are detailed below. These measures are to be applied where reasonably practicable when national or regional alert levels are applied. **NZDF control measures may also be directed to be put in place even when NZ Government Alert Levels are not nationally escalated.** Deviations from control measure requirements should be discussed with Defence Health personnel and residual risk must be documented.
21. For all Alert Levels para 8 individual measures will apply with addition of stated measures under each alert level below.

Alert Level 4

22. The following health force protection measures are to be in place for all NZDF activities that occur under NZ Government **alert level 4** where community disease spread is not contained—
- a. **NZ Government Objective Level 4**
 - (1) **Eliminate** non-essential contact.
 - (2) Stay at home, other than for essential personal movement and essential work.
 - (3) Stay in immediate household 'bubble'.
 - b. NZDF workplace mitigation practices to be observed include—
 - (1) Essential personnel only in any workplace/training/activity. Essential outputs only to be maintained.

- (2) Those with pre-existing health conditions or age related risk are not to work from Defence areas.
 - (3) Formal daily symptom screening of all personnel should occur and no personnel with any respiratory symptoms should attend any workplace/activity.
 - (4) Increased physical distancing and increased hygiene practices in the workplace and during any task/activity.
 - (5) A regular surface cleaning schedule is to be in place for all facilities and equipment (including ablutions).
 - (6) Communal facilities used for life essential services only (i.e. food, medical services).
 - (7) No exposure to external providers (i.e. external instructor support). New personnel joining a group should self-isolate for fourteen days prior.
23. Level 4 reflects a national lock down level. Critical personnel only are to be in the workplace. Physical personnel interaction is to be absolutely minimised. Essential staff only should be in workplaces and any visitors to workplaces must be for essential reasons only. Nominal role for workplace training/activity groups should ideally be stable throughout this period (i.e. personnel should not be joining multiple work streams).

Alert Level 3

24. The following force health protection measures are to be in place for all NZDF activities that occur under NZ Government **alert level 3** when there is a risk that community disease spread is not contained—
- a. **NZ Government Objective Level 3**
 - (1) **Restrict Contact**; limit travel.
 - (2) Stay at home, other than for essential personal movement, and going to work/school.
 - (3) Household bubble extended to include close family or caregivers.
 - b. NZDF workplace mitigation practices to be observed include—
 - (1) Essential and important personnel only in any workplace/training/activity. Essential and important outputs to be maintained.
 - (2) Those with pre-existing health conditions or age related risk are not to work from Defence areas. This can be assessed on a case by case basis between individuals and commanders.
 - (3) Formal daily symptom screening of personnel should occur and no personnel with any respiratory symptoms should attend any workplace/activity.
 - (4) Increased physical distancing and increased hygiene practices in the workplace and during any task/activity.

- (5) A regular surface cleaning schedule is to be in place for all facilities and equipment (including ablutions).
 - (6) Communal facilities for life essential services (i.e. food, medical services) and those required to support important outputs and capabilities.
 - (7) Reduce exposure to external providers (i.e. external instructor support). Minimise requirement for any new personnel to join a group.
 - (8) Minimise exposure to catering and facilities management personnel.
 - (9) Recording locations and interactions of all personnel in work environment must be achievable to support contact tracing requirements.
 - (10) All personnel developing respiratory symptoms must self-isolate and be tested. Appropriate self-isolation facilities must be available for the symptomatic person and all close contacts.
25. The key to success in risk reduction at Level 3 is vigilance around application of personnel hygiene measures and modification of activities/tasks to ensure that the impact of a potential case is minimised. Commanders/managers should be ensuring NZDF workplaces are 'COVID-19 safe' and conduct activities in way that doesn't promote spread of the virus or increase risk in other areas due to COVID-19 control measures.
26. Level 3 requires physical personnel interaction to be absolutely minimised. Essential staff only should be in workplaces and any visitors to workplaces must be for essential reasons only. Nominal role for workplace training/activity groups should ideally be stable throughout this period (i.e. personnel should not be joining multiple work streams).

Alert Level 2

27. The following force health protection measures are to be in place for all NZDF activities that occur under NZ Government **alert level 2** when community transmission is contained—
- a. **NZ Government Objective Level 2—**
 - (1) **Reduce** the risk of transmission.
 - (2) Physical distancing.
 - (3) Most businesses are open, but physical distancing applies.
 - (4) People can reconnect with friends and family, go shopping, or travel domestically, but should follow public health guidance.
 - b. NZDF workplace mitigation practices to be observed to include—
 - (1) Reduce the number of personnel in any workplace/training/activity group in order to minimise close contact numbers.
 - (2) Self-symptom screening of personnel should occur and no persons with respiratory symptoms should attend any workplace.

- (3) Increased physical distancing and increased hygiene practices in the workplace and during any task/activity.
 - (4) A regular surface cleaning schedule is to be in place for all facilities and equipment (including ablutions).
 - (5) Communal facilities open with approved hygiene measures in place.
 - (6) External providers or new personnel joining a work place must abide by additional hygiene and physical distancing measures.
 - (7) Recording locations and interactions of all personnel in the work environment must be achievable to support contact tracing requirements.
 - (8) All personnel developing respiratory symptoms should self-isolate and be tested. Appropriate self-isolation facilities must be available for the symptomatic person.
28. The key to success in risk reduction at Level 2 is vigilance around application of personnel hygiene measures and modification of activities/tasks to ensure that the impact of a potential case is minimised. Commanders/managers should be ensuring NZDF workplaces are 'COVID-19 safe' and conduct activities in way that doesn't promote spread of the virus or increase risk in other areas due to COVID-19 control measures.
29. Level 2 requires physical personnel interaction to be reduced. All external personnel joining a workplace or activity need to be formally briefed on the required hygiene and distancing requirements.

Alert Level 1

30. The following force health protection measures are to be in place for all NZDF activities that occur under NZ Government alert **level 1** when there is no community transmission—
- a. **NZ Government Objective Level 1—**
 - (1) **Be prepared**, and be vigilant.
 - (2) Border measures are in place.
 - (3) Public health measures remain in place.
 - b. NZDF workplace mitigation practices to be observed to include—
 - (1) Self-symptom screening of personnel should occur and no persons with uninvestigated respiratory symptoms should attend any workplace.
 - (2) Increased physical distancing in the workplace and during any task/activity where possible.
 - (3) Increased hygiene practices with frequent reminders and time and facilities accessible (i.e. hand washing/sanitising).
 - (4) A regular surface cleaning schedule is to be in place for all facilities and equipment (including ablutions).

- (5) All individuals are to maintain good personnel records of their workplace and social locations and interactions so they can easily assist in supplying this information, to support contact tracing requirements.

Symptom screening

31. Critical to reducing the likelihood of transmission of COVID-19 to NZDF personnel is keeping symptomatic personnel away from the workplace.
32. At Alert Levels 4 and 3 all personnel should be formally asked by their workplace commander/manager about respiratory symptoms in themselves and their close contacts before engaging in any NZDF activity or workplace task. A workplace symptom screening tool is attached at Annex A that can be used to prompt this check. The questionnaire should be used as a check for every person at the beginning of every work period (daily) and formally conducted every time a person joins or re-joins a new individual or collective activity.
33. At Alert Levels 2 and 1 a self-check is to be conducted by each individual at the beginning of each work period. The symptom screen at Annex A contains the relevant questions to be considered and the triggers to seek additional medical advice.
34. Questions 1 - 4 of the workplace screening tool can be used by commanders/managers as daily questions for all personnel attending an NZDF workplace or be used by individuals as part of self-screening.
35. If the screen is being used for pers in a work place with specific risk of exposure to COVID-19 cases (e.g. Isolation/Quarantine Facilities [MIQF], Airports, Ports, International Aircraft, Shipping Vessels [with recent overseas port contact], Health Care Facilities) then health advice should be already embedded in the specific force health protection measures for that workplace/activity. Additional medical advice should be sought if personnel report a **YES** response to questions 1-5.
36. Personal information in this screening tool does not need to be retained by workplaces, risk management registers should just record that the screening was completed for all personnel on site.

Immediate management of symptomatic personnel

37. NZDF personnel are responsible for immediate reporting of any respiratory symptoms they may have that meet suspicion for COVID-19. They should immediately remove themselves from the work place and contact their commander/manager and health provider (uniformed staff must inform their local Defence Health Centre). They must then remain physically isolated from all other personnel, except health staff (if required), until they are advised by health staff on exactly what action to take.
38. Likely workplace close contacts of any symptomatic person must be immediately identified by commanders/managers. Health advice is to be sought to determine exact actions to be taken for these close contacts.

Testing

39. Nasal swab testing can be conducted as a means to confirm if a person is infected with COVID-19 infection. The testing however has limitations in that it may not pick up early

infection, it may not pick up later stages of infection or it may be falsely positive or negative.

40. Advice should be sought from NZDF health providers as to the role testing will play in any risk mitigation strategy for workplaces or activities. Careful history taking and symptom screening will often provide better assurance than testing in isolation.
41. Test results should always be interpreted by a health provider in the context of the exposure history and presenting clinical condition of the patient. Health providers can interpret residual risk of a person being COVID-19 positive or negative based on their clinical assessment, regardless of the nasal swab test result.

Management of a confirmed or probable case of COVID-19

42. NZDF personnel who are confirmed or probable COVID-19 cases are to inform their health provider if they have attended an NZDF workplace at the time they were deemed infectious. They are to provide the name of their workplace/activity commander/manager to their health provider as the point of contact for the NZDF workplace.
43. Commanders/managers will then be contacted by regional public health units (RPHU) and asked to assist with identifying close contacts in the workplace of the affected person. RPHU are responsible for officially determining which close contacts are at risk and what actions they should take. All close contacts of a confirmed case will likely have to self-isolate for fourteen days from their last contact with the confirmed case.
44. Workspaces and equipment that the affected person may have come in contact with should be isolated and cleaned before reuse.
45. Specific advice on when/what NZDF activity in that workplace can be restarted should be sought from Defence Health based on the specific circumstances of the case.

Isolation

46. Personnel who have confirmed COVID-19 will be required to isolate until their symptoms have resolved and they have been cleared by their usual health provider. Isolation includes avoiding situations where they could infect other people, with additional precautions around their living conditions and behaviours.
47. NZDF Personnel returning from international travel will be placed in NZ Government MIQFs.
48. NZDF Personnel who have confirmed COVID-19 and who are not returned international travellers may be placed in isolation at a suitable residential address or at an isolation/quarantine facility.
49. All NZDF Camps and Bases should identify and prepare appropriate facilities to isolate COVID-19 suspected and confirmed cases that do not have appropriate residential address to return to. Health advice should be sought to ensure the facilities and environment appropriately manage all health and welfare risks.

Contact tracing

50. Effective contact tracing is a vital tool in reducing the likelihood of further transmission of COVID-19. Contact tracing will be conducted by public health authorities to try and identify all close contacts of confirmed case of COVID-19.
51. The purpose of contact tracing is to prevent potential onward transmission by rapidly identifying and isolating close contacts of a suspected case, raising awareness about symptoms, and enabling early detection of suspected cases.
52. Close contacts are likely to be at a higher risk of being infected. A 'close contact' is defined as any person with the following exposure to a suspected, confirmed or probable case during the case's infectious period (48 hours prior to symptom onset), without appropriate PPE—
 - a. Living in the same household or household-like setting with a case (i.e. barrack with shared facilities).
 - b. Shared body fluids with the case (e.g. saliva, sweat).
 - c. Presence in the same room in a healthcare setting when an aerosol generating procedure is undertaken.
 - d. Shared communal facilities; e.g. ablutions, recreation facilities, gymnasiums
 - e. Face-to-face contact in any setting within two metres of a case for 15 minutes or more.
 - f. Having been in a closed environment (e.g. a classroom, hospital waiting room, or conveyance other than aircraft) within 2 metres of a case for 15 minutes or more.
 - g. Having been seated on an aircraft or in a vehicle within two metres of a case for 15 minutes or more.
 - h. Aircraft crew exposed to a case.
53. Given that effective contact tracing relies on rapid identification of close contacts, under Alert Levels 4, 3 and 2 NZDF workplaces are responsible for maintaining Close Contact Registers for all NZDF employees. These should ensure accurate work place information on close contacts is immediately available to inform public health authorities.
54. The following are the minimum required data fields that should be collected and retrievable for all work place activities—
 - a. Date/Time/Location of NZDF workplace/activity.
 - b. Name of the individual attending the NZDF workplace/activity.
 - c. Contact details of the individual attending NZDF workplace/activity (ensure HRMIS information is up to date with afterhours contact details of all NZDF personnel).
 - d. Specific location of the individual within the workplace (i.e. workstation, building/floor, classroom, location within platform).

55. Commanders/managers are responsible for the collection, safe storage (including management in accordance with appropriate privacy requirements) and accessible retrieval of the close contact register.
56. Under Level 1 this register does not need to be kept for regular workplace attendees but a register must be kept for all visitors to an NZDF workplace or facility. NZDF managed MIQF facilities should keep a register of all NZDF visitors to those facilities.
57. Under all Alert Levels, personnel should be conscious of the fact that they may be asked at any time to recall information on at least their last fourteen days of interaction with other people. NZDF personnel must keep ongoing accurate records of their activities and interactions. Prompts such as accurate calendar management and accurate meeting and activity nominal roles should form part of all person's daily routine.
58. NZDF personnel in a work place with specific risk of exposure to COVID-19 cases (e.g. MIQF, Airports, Ports, International Aircraft, Shipping Vessels [with recent overseas port contact], Health Care Facilities) should maintain a formal personal contact diary that records as accurately as possible where they have been and who they have been in close contact with in the fourteen days since they were last at that workplace.

Return to work direction

59. Advice on return to work criteria for NZDF personnel affected by COVID-19 will be provided by health professionals at unit level. In order to ensure consistent application the following should be the expectation—
 - a. Any personnel presenting with cold and/or flu like symptoms should contact a health professional to determine if they should be tested for COVID-19. If they are advised to undergo a test they must stay away from the workplace (under self-isolate conditions) until those test results come back. Return to work will be determined by the test result.
 - (1) NOTE: This advice on testing all personnel with symptoms may change if the threshold for testing changes. Updated advice should be sought from Defence Health personnel.
 - b. Personnel with cold and/or flu like symptoms who subsequently test negative for COVID-19 and who have had no close contacts with a confirmed positive result and no recent overseas travel or other high risk exposure , can return to the workplace 48 hours after all symptoms have resolved. Any clarification on this for individual cases where circumstances are not clear should be sought through their Medical Officer/Medical Practitioner.
 - c. Personnel living in barracks with cold and/or flu like symptoms who subsequently test negative for COVID-19 and have no close contacts who have a confirmed positive result and no recent overseas travel or other high risk exposure, can return to workplace 48 hours after all symptoms have resolved but they may be advised by medical officers to remain in isolation conditions for not less than seven days after symptoms started. This is to reduce the transmission of general respiratory infection in crowded living conditions and decrease organisational burden of seasonal flu like illness. Any clarification on this for

individual cases where circumstances are not clear should be sought through their Medical Officer/Medical Practitioner.

- d. Any personnel who test negative for COVID-19 but have a close contact (or contacts) who have a confirmed positive result or who have undertaken recent overseas travel or other high risk exposure must get clearance through their Medical Officer/Medical Practitioner before they can return to work.
- e. Any personnel with a positive test result for COVID-19 must get clearance from their Medical Officer/Medical Practitioner before they can return to work. They will likely not be cleared any earlier than 72 hours after respiratory symptoms resolve and not less than ten days from the commencement of symptoms.

Currency of advice

- 60. Note that the information in this Health Directive is current at the time this document was published. As the situation changes information may need to be updated. Therefore it is important that commanders/managers refer to the latest up to date information found on the NZDF ILP at <http://orgs/sites/nzdf-health/lp/Health-Fact-Sheets.aspx>
- 61. Defence Health personnel should be engaged early in the planning of any NZDF activity or task under COVID-19 alert levels. Health personnel will consider any specific constraints and limitations of the activity or environment and advise on how effective health risk controls for the activity can be achieved. Residual risk can then be clearly understood and the impact minimised.

Authority

- 62. This Health Directive is issued by the Director Defence Health.

Cancellation and disposal instructions

- 63. The Content Owner for this Health Directive is the Surgeon General.
- 64. The Defence Health Categorisation number for this Health Directive is D.3.1.1.04.09.006.
- 65. The withdrawal date for this Health Directive is 16 December 2021.

SIGNED ON ORIGINAL

A GRAY

Brigadier
Defence Health Directorate

Annexes

- A. NZDF COVID-19 Workplace/Activity Symptom Screen
- B. Health Force Protection Measures for NZDF Personnel and NZDF Border Workers
- C. Amendments to DEFENCE HEALTH DIRECTIVE: 20/007

NZDF COVID-19 Workplace/Activity Symptom Screen

	NZDF COVID-19 Workplace / Activity Symptom Screen
---	--

Date:		Workplace:	
Name:			
Service Number:	Rank:	Unit / Task:	
Date of Birth:	Contact Number:		
SYMPTOM QUESTIONS:		YES (circle)	NO (circle)
1	Have you had any cold or flu symptoms in the last 14 days? (For example – fever, cough, runny nose, sore throat, shortness of breath or loss of sense of smell)	YES	NO
2	Have you been in close contact with anyone with cold or flu symptoms in the past 14 days?	YES	NO
3	Are you or any close contacts waiting on test results for COVID-19?	YES	NO
4	Have you or any close contacts tested positive or been diagnosed with COVID-19?	YES	NO
5	Have you travelled to or from other countries in the last 28 days (including transit)?	YES	NO
6	Have you been in close contact with anyone who has travelled to or from another country in the last 28 days (including transit)?	YES	NO
7*	In the last 14 days have you or any close contacts been working or attended work places with risk of exposure to COVID-19 cases (e.g. Managed Isolation / Quarantine Facilities [MIQF]**, Airports, Ports, International Aircraft, Shipping Vessels (with recent overseas port contact), Health Care Facilities).	YES	NO
DIRECTIONS: If the answer to any of the above questions is YES then medical advice should be sought before attendance at workplace or engagement in any tasks or training activities.			
Please notify your commander/manager if you are living with anybody that may be at greater risk if they catch COVID-19? (for example – people > 65 years of age, people who may have poor immune systems, people with severe respiratory or heart problems).			

* If this describes the NZDF workplace that you are currently completing this symptoms screen for, then you do not need to seek additional medical advice unless you have also answered 'YES' to any of Questions 1-5.

** NZDF pers who have been working in MIQF facilities are to seek medical advice if they have answered 'YES' to symptom questions and have not previously sought medical advice, and/or they are aware of PPE or process breaches while at that facility that may put them at risk of exposure whether or not they have current symptoms

Health Force Protection Measures for NZDF Personnel and NZDF Border Workers

Risk Control	Duty Period	Respite	Duty Period	Day 1-7 Post Duty	Day 8-14 Post Duty	All NZDF Personnel at all Times
Risk Assessment	Risk Assessment is to be conducted prior to any activity taking place. Risk Assessment must consider impact on workplaces / activities even at low likelihood levels. Control measures must be in place, clearly linked to reducing risk and assurance measures must demonstrate that the controls are being effectively applied.					
Hand Hygiene and Cleaning	Increased hygiene practices with frequent reminders and time and facilities accessible (i.e. hand washing/sanitising). A regular surface cleaning schedule is to be in place for all facilities and equipment (including ablutions).					
Physical Distancing	Increased physical distancing (>2m) with all interactions including in the workplace and during any task/activity where possible.					
COVID-19 Symptom Screening	All border workers must formally daily screen for COVID-19 symptoms. Any personnel developing respiratory symptoms must self-isolate, report their symptoms to Healthline (0800 358 5453) and NZDF Health Services (through local camp/base DHCs) and be tested. NZDF border personnel with respiratory symptoms must not attend any workplace/activity or public location. Even if COVID-19 testing is negative, personnel are not to return to an NZDF workplace until symptom free and cleared by NZDF Health.					
Mask Use	NZDF border workers should wear masks in public environments where physical distancing of >2m cannot be achieved (all public transport and crowded locations).					
Contact Records	NZDF border workers must keep a retrievable record of all of their contacts and locations that they attend outside of their work in a border facility, in order to support rapid contact tracing requirements.					
Gathering Sizes	NZDF border workers should not attend large (>100 pers indoors or >500 outdoors) public / private or NZDF workplace activities during their duty period and for 14 days post completion of duties. Alternative methods of worker participation in activities or meetings should be considered (i.e. video-conference) to enable some early workplace interaction.					
Communal Facilities	During and for 7 days after completion of duty the use of communal facilities on camps / bases such as mess facilities, gymnasiums and bars is to be restricted. Dedicated MIQF worker areas or times in these facilities are to be provided if they are to be used.		Day 8-14 after completion of duties, management of personnel in workplace bubbles as small as possible, (with those participants being stable, not a mix of different workplaces). The smaller the workplace group, the smaller the impact.			
Restrictions to Contacts	NZDF border workers must minimise their contacts with NZDF non-border workers during their duty period (essential contacts only) and for a minimum of 7 days after completion of duties. This means not arranging meetings or social events with non-border workers.					
Workplace activity	A minimum of 7 days respite will apply at the end of a duty period. NZDF border workers are not to return to NZDF workplaces during duty and respite periods without NZDF health and command approval. Those living in camps and bases will be supported for life essential services where required.					
Border workers should not enter workplaces that represent critical outputs such as platform based duties prior to deployment, pre deployment collective activities and any work that exposes them to vulnerable populations (i.e. health workers) during and for 14 days post completion of duty. This is due to the significant impact of a suspected or confirmed COVID-19 case on outputs in these areas.						

Amendments to DEFENCE HEALTH DIRECTIVE: 20/007

Action	Para	Version	Change	Approval Date	Approved by
Amended	5.2	02	Reworded.	12 May 20	CMO/DDH
Amended	9.1	02	Removal of 'People advised to avoid non-essential travel' and addition of 'People can reconnect with friends and family, go shopping, or travel domestically, but should follow public health guidance'.	12 May 20	CMO/DDH
Amended	9.1	02	Removal of 'uninvestigated' respiratory symptoms.	12 May 20	CMO/DDH
Amended	9.1	02	Removal of 'Minimise exposure to catering and facilities management personnel'.	12 May 20	CMO/DDH
Amended	10.1	02	Removal of 'but no physical distancing is required'.	12 May 20	CMO/DDH
Amended	10.1	02	Addition of 'where possible' under increased physical distancing in the workplace and during any task/activity.	12 May 20	CMO/DDH
Amended	Annex A	02	Addition of Amendments.	12 May 20	CMO/DDH
Amended	1.0	03	Change to— <ul style="list-style-type: none"> Requirements for workplace health and safety measures at each Alert Level. 	09 Jun 20	CMO/DDH
Amended	4.1	03	Change to— <ul style="list-style-type: none"> All NZDF personnel are responsible for ensuring that they apply the promoted risk reduction measures in the conduct of their duties in accordance with the assessed Alert Level. 	09 Jun 20	CMO/DDH
Amended	4.4	03	Change to— <ul style="list-style-type: none"> Commanders and managers are to ensure that control measures that reduce both the likelihood and impact of COVID-19 exposure are able to be successfully applied to a task / activity in accordance with the assessed Alert Level. 	09 Jun 20	CMO/DDH
Amended	10.1	03	Remove last bullet point and replace with— <ul style="list-style-type: none"> All individuals are to maintain good personnel records of their workplace and social interactions so they can easily assist in supplying this information, if needed. 	09 Jun 20	CMO/DDH
Amended	11.2 – 11.4	03	Separate Level 4 and 3 from Level 2 and 1.	09 Jun 20	CMO/DDH
Amended	14.4	03	Separate Level 4, 3 and 2 from Level 1.	09 Jun 20	CMO/DDH
Amended	14.7	03	Insert Level 1 requirement (in addition to other Levels).	09 Jun 20	CMO/DDH
Amended	1	04	Addition of 'duties' to first bullet point.	10 Jul 20	CMO/DDH
Amended	11.3	04	Addition of—	10 Jul 20	CMO/DDH

UNCLASSIFIED

			The symptom screen at Annex B contains the relevant questions to be considered and the triggers to seek additional medical advice.		
Amended	11.5	04	Changed to— If the screen is being used for pers in a work place with specific risk of exposure to COVID-19 cases (e.g. Isolation/Quarantine Facilities (MIQF), Airports, Ports, International Aircraft, Shipping Vessels [with recent overseas port contact], and Health Care Facilities) then health advice should be already embedded in the specific force health protection measures for that workplace/activity. Additional medical advice should be sought if pers report a YES response to questions 1-5.	10 Jul 20	CMO/DDH
Amended	13.1 – 13.3	04	Addition of paras 13.1 – 13.3 on testing.	10 Jul 20	CMO/DDH
Amended	14.2	04	Addition of— All close contacts of a confirmed case will likely have to self-isolate for 14 days from their last contact with the confirmed case.	10 Jul 20	CMO/DDH
Amended	15.1 – 15.4	04	Addition of paras 15.1 – 15.4 isolation.	10 Jul 20	CMO/DDH
Amended	16.3	04	Addition of bullet point— • Presence in the same room in a healthcare setting when an aerosol generating procedure is undertaken.	10 Jul 20	CMO/DDH
Amended	16.7	04	Addition of— NZDF managed MIQF facilities must keep a register of all NZDF visitors to those facilities.	10 Jul 20	CMO/DDH
Amended	16.9	04	Addition of para 16.9.	10 Jul 20	CMO/DDH
Amended	17.1	04	Addition to second bullet point— or other high risk exposure,	10 Jul 20	CMO/DDH
Amended	17.1	04	Addition to third bullet point— or other high risk exposure,	10 Jul 20	CMO/DDH
Amended	17.1	04	Addition to fourth bullet point— or other high risk exposure.	10 Jul 20	CMO/DDH
Amended	Annex B	04	New Workplace/Activity Screen.	10 Jul 20	CMO/DDH
Amended	9.1	05	Added— • Reduce the risk of transmission.	11 Aug 20	CMO/DDH
Amended	17.1 bullet point 5	05	They will likely not be cleared any earlier than 48 hours after respiratory symptoms resolve and not less than 10 days from the commencement of symptoms. Changed to— They will likely not be cleared any earlier than 72 hours after respiratory symptoms resolve and not less than 10 days from the commencement of symptoms.	11 Aug 20	CMO/DDH

UNCLASSIFIED

UNCLASSIFIED

Amended	12 (6.)	06	Amended to include Border Workers.	16 Dec 20	CMO/DDH
Added	13 (7.)	06	Direction on Risk Assessments to be undertaken.	16 Dec 20	CMO/DDH
Added	14 (8.)	06	Detailed generic Health Force Protection measures for all NZDF personnel.	16 Dec 20	CMO/DDH
Added	15 (9.)	06	Additional Health Force Protection measures.	16 Dec 20	CMO/DDH
Added	16–19 (10.1– 10.4)	06	NZDF Border Worker specific measures.	16 Dec 20	CMO/DDH
Amended	20-21 (11.)	06	Amended information on Alert Levels.	16 Dec 20	CMO/DDH
Amended	22 (12.2)	06	Amended to include 'where community spread is not contained'. Bullet points expanded.	16 Dec 20	CMO/DDH
Added	23 (12.3)	06	Level 4 specific measures.	16 Dec 20	CMO/DDH
Amended	24 (13.1)	06	Amended to include 'where community spread is not contained'. Bullet points expanded.	16 Dec 20	CMO/DDH
Added	28-29 (14.2– 14.3)	06	Specific Level 2 additional measures and considerations.	16 Dec 20	CMO/DDH
Added	Annex C	06	Added.	16 Dec 20	CMO/DDH
Reformatted	Whole HD	06	Document placed into new NZDF Directive format. NOTE: Previous amendments reflect earlier iteration paras.	16 Dec 20	CMO/DDH
Reformatted	Annex A to C	06	Amendments Annex now Annex C		

UNCLASSIFIED