



Annual Scientific Meeting 2022

Health and Safety Plan

Dates:	Workshop 16 th November, ASM 17 – 18 November 2022
Venue:	Seminar room A&B, St David Complex, University of Otago Dinner – Otago Staff Club
Expected numbers:	Workshop: 35 – 40 ASM: 80 – 100 Dinner: 60

General

First aid and fire warden:	Lianne Parkin
First aid kit:	Will be available in the venue

COVID-19 requirements

As public health practitioners delegates are aware of the risks of transmitting COVID and other communicable diseases in large gatherings. The Government has removed nearly all restrictions for Covid, but the College has considered some extra precautions would be wise for our Scientific Meeting (as below).

If Government amends its settings in response to changes in prevalence of Covid, these will be included in our risk assessment.

In a situation of high prevalence of COVID-19 in the community, the event will be moved to a virtual format.

In a low COVID-19 prevalence environment, the following will apply:

Pre-travel:	The ASM will be available virtually for speakers and participants to connect in, if needed. Attendees will be advised that if unwell, they should stay at home and connect in to the ASM virtually. Vulnerable attendees should take
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responsibility for managing their own risk and should consider attending virtually.

If there is concern about increasing COVID-19 prevalence in the community, participants will be encouraged to do a RAT test before travelling.

We will monitor COVID case numbers in the two weeks leading up to the ASM, and if these are rising alarmingly (even in the absence of Government settings amendment), will move the ASM to a fully virtual format.

At the ASM venue:

Hand sanitiser and masks will be provided.

RAT tests will be available in case they are needed.

Participants will be encouraged to keep their mask on at all times, except when presenting or eating / drinking.

Participants will be asked to be mindful of bottlenecks (doorways and narrow passageways) and to maintain social distancing.

There is an air conditioner for ventilation of the venue, but not air purification (filtration). Air quality will be monitored using a CO2 meter. If the CO2 level increases to above 1400ppm, participants will be asked to exit the venue until the level returns to at least 1000ppm.

Room capacity will be monitored, and registrations closed if necessary. (Room capacity is 120. We will aim to keep daily registrations under 90. This will allow for some spacing, although not for a full meter between seats.)

Daily catering is buffet-style in the foyer of the building. This is spacious, with ample seating both indoors and outdoors. Hand sanitiser will be provided. Mingling outdoors will be encouraged.

The dinner venue is spacious, with high ceilings, windows that can be opened, and an outdoor seating area. There will be no other groups using the venue at the same time. Serving will be buffet-style, and hand sanitiser will be provided.

This ASM Health and Safety Plan is available on the College website so that participants can make their own decisions about whether to travel or connect in virtually.