



MMIGP COVID-19 Vaccination Policy

1. Purpose

This Policy applies to:

- (a) all Mullum Mullum Indigenous Gathering Place's (**MMIGP**) directors, officers, employees, contractors, subcontractors, temporary agency workers or any other persons that act on behalf of MMIGP or represent MMIGP in any capacity (**Staff**); and
- (b) all visitors to MMIGP Premises over the age of 12 years and two months old, including but not limited to volunteers, community members and their guests (**Visitors**),
- (c) all participants in MMIGP programs over the age of 12 years and two months old, including but not limited to transportation to and from MMIGP programs by MMIGP Staff (**Program Participants**),

(Collectively, **MMIGP Attendees**).

The purpose of this Policy is to outline MMIGP's position on COVID-19 vaccination in order to ensure that measures are implemented to:

- comply with any applicable Public Health Orders, legislation, or regulations; and mitigate risks to the health and safety of Staff members attending MMIGP's premises.

MMIGP is committed to providing a safe and healthy working environment for all Staff. For as long as COVID-19 is active in our community it presents a risk to our safety and way of life.

Under work health and safety laws, MMIGP is required to do all that is reasonably practicable to reduce or eliminate risks to the health and safety of its employees, patrons, and others at our workplace.

Based on the Australian Technical Advisory Group's immunisation advice, vaccination is an effective measure for reducing the risk and impact of exposure to COVID-19 and multiple types of COVID-19 vaccinations are currently readily available within Australia.

MMIGP is of the view that COVID-19 vaccinations are a critical step towards ensuring a safer workplace, together with the continued use of physical distancing, good hygiene, mask wearing where appropriate and regular cleaning and maintenance as measures to reduce the risks from COVID-19 in the workplace. The ongoing rollout of COVID-19 vaccinations is an imperative additional safety measure that will assist MMIGP to continue to provide a safe and healthy work and community environment.

MMIGP has therefore decided to require that all who visit an MMIGP Premises must be *Fully Vaccinated* in accordance with this Policy. MMIGP has established this Policy to reflect its respect for individuals with genuine medical reasons for not being

vaccinated, balanced against the need to maintain a safe working environment and for ensuring business continuity during these challenging times.

3. Definitions

In this Policy:

- **COVID-19 vaccination** means vaccine approved or provisionally approved by the Therapeutic Goods Administration;
- **Excepted Person** means a person that has obtained acceptable certification from a medical practitioner that the person is unable to receive a dose or a further dose of a COVID-19 vaccine due to a medical contraindication or because of an acute medical illness. Acceptable certification includes:
 - a COVID-19 digital certificate issued by Services Australia and displayed through the Medicare App, Service Victoria App or equivalent smartphone wallet that states that the person is unable to receive a dose, or a further dose, of any COVID-19 vaccine that is available in Australia; or
 - a printed version of the COVID-19 digital certificate referred to in the above paragraph.
- **Fully Vaccinated** means that the complete course of a COVID-19 vaccination has been undertaken. The number and timing of doses should be in line with the recommendations of the Australian Technical Advisory Group on Immunisation and may differ depending on the COVID-19 vaccine which is used. MMIGP does not currently require Staff members to have received a booster vaccination, however this position may change in the future;
- **MMIGP Premises** means:
 - The Gathering Place, 3 Croydon Way, Croydon;
 - 47-49 Patterson Street, East Ringwood; or
 - any other premises as designated by MMIGP from time to time.
- **MMIGP Programs** means all programs and events organised by MMIGP, including but not limited to Access and Support Programs, Food Pantry, Mullum School Holiday Program, Woodwork, Men's Group, Ochre Program, Community Days (such as youth groups, Elders groups, NAIDOC and other community events), Community Lunch, Osteopath Clinic, Art and Craft Group, Yeng Gali Mullum, Youth Culture Group, Indigenous Women's Yarning Circle (Strong Wise Women), Aboriginal Health Coordination and Planned Activity and Social and Support Program.
- **Proof of Vaccination** means a valid record (not a photograph) that an individual is Fully Vaccinated through provision of:
 - a COVID-19 digital certificate via the Service Victoria app;
 - a COVID-19 digital certificate saved to a smartphone wallet;

- a printed copy of COVID-19 digital certificate;
 - a printed copy of immunisation history statement; or
 - such other evidence as MMIGP may indicate is acceptable from time to time at its absolute discretion.
- **Public Health Orders** means orders issued in Victoria in relation to COVID-19 as amended from time to time.

4. Commencement

This Policy will commence on 26 November 2021.

5. Access to MMIGP's premises

Staff

The applicable Public Health Orders require that MMIGP does not permit any workers to work outside their usual place of residence unless they provide MMIGP with evidence that they:

- are **Fully Vaccinated** against COVID-19; or
- are an **Excepted Person**.

Given the above, until MMIGP determines otherwise, access to MMIGP's premises from the date of this Policy will be limited to Staff who:

- are Fully Vaccinated against COVID-19 or are an Excepted Person; and
- comply with the requirements in section 6 below.

Visitors and Program Participants

MMIGP is committed to ensuring the health and safety of all MMIGP Attendees. As part of this commitment, MMIGP places paramount importance on its duty to provide and maintain a safe workplace for its workers and other persons who may attend the Gathering Place, so far as is reasonably practicable. This duty includes minimising the risks associated with Staff being exposed to COVID-19 in the workplace or as a result of MMIGP's business or undertaking. This risk is significantly reduced by vaccination, as is the risk of serious illness, hospitalisation and death from COVID-19.

Given the above, until MMIGP determines otherwise, access to MMIGP's premises and MMIGP Programs from the date of this Policy will be limited to Visitors and Program Participants who provide MMIGP with evidence that they:

- are **Fully Vaccinated** against COVID-19 or are an **Excepted Person**; and
- comply with the requirements in section 6 below.

Special consideration

MMIGP acknowledges that in some situations there may be exceptional circumstances

where some Visitors and Program Participants who are not vaccinated require transport in MMIGP vehicles. Should Staff wish to transport or receive a request to transport Visitors and Program Participants who are not vaccinated and there is a need to allow them to travel in our cars or attend an onsite appointment (such as the need to attend a medical or legal appointment or the person is in a vulnerable situation), then a Staff member may request special consideration from the Chief Executive Officer.

6. Evidence of vaccination and consent to disclose

Proof of Vaccination

Proof of Vaccination for MMIGP Attendees includes:

- a COVID-19 digital certificate via the Service Victoria app;
- a COVID-19 digital certificate saved to a smartphone wallet;
- a printed copy of COVID-19 digital certificate;
- a printed copy of immunisation history statement; or
- such other evidence as MMIGP may indicate is acceptable from time to time at its absolute discretion.

Information on how to obtain Proof of Vaccination may be found online [here](#).

Excepted Persons

Proof that MMIGP Attendees are an Excepted Person includes:

- a COVID-19 digital certificate issued by Services Australia and displayed through the Medicare App, Service Victoria App or equivalent smartphone wallet that states that the person is unable to receive a dose, or a further dose, of any COVID-19 vaccine that is available in Australia; or
- a printed version of the COVID-19 digital certificate referred to in the above paragraph.

Further information in relation to the evidence required from Excepted Persons is available [here](#).

Staff

In order for MMIGP to permit a Staff member to attend MMIGP's premises, they must first:

- in line with this Policy, provide MMIGP with Proof of Vaccination or evidence that they are an Excepted Person; and
- consent to MMIGP collecting information about the Staff member's vaccination status and evidence of their vaccination status; and

- consent to MMIGP disclosing the Staff member's vaccination status (and if required, relevant evidence of that status) as required to allow the Staff member to work from MMIGP's premises.

Failure to provide MMIGP with evidence of COVID-19 vaccination status, consent to disclose that status, and evidence of that status will result in MMIGP issuing that Staff member with a direction not to attend MMIGP's premises.

Except where necessary in order for a Staff member to attend the office, MMIGP will not require Staff members to disclose or provide evidence of their COVID-19 vaccination status.

Visitors and Program Participants

Visitors and Program Participants who attend MMIGP's premises or participate in MMIGP Programs for any reason will be required to provide Proof of Vaccination or evidence that they are an Excepted Person for inspection as a condition of entry to all MMIGP premises or MMIGP Programs, even if such access is required to access a third-party location (such as a restaurant, community facility or entertainment venue).

COVID-19 Marshalls will be posted at the entry to MMIGP's premises and present at any MMIGP Programs to enforce the requirements of this Policy.

7. New Staff

All prospective and new MMIGP Staff employees will be required to be *Fully Vaccinated* prior to commencing employment. Proof of vaccination will be required as part of the recruitment process and contracts of employment will include requirements to comply with this Policy before any offer can be accepted and any work commenced. If a prospective or new MMIGP employee is an Excepted Person, and wishes to seek an exemption to this requirement, they will need to comply with the procedure set out in this Policy.

8. Consequences of breaching this Policy

Where an employee is found to have engaged in behaviour that is in breach of this Policy, they may face disciplinary action up to and including termination of employment.

9. Amendments to this Policy

Given the rapidly evolving nature of the COVID-19 pandemic and regular updates to applicable Public Health Orders, MMIGP reserves the right to change or discontinue this Policy at any time, at its discretion.

This Policy is not intended to create any contractually binding obligation on MMIGP and is not incorporated into any contract of employment or engagement.