

MBCV COVIDSafe Plan

Our COVIDSafe Plan

Business name:	Mercedes-Benz Club Victoria
Site location:	Victoria
Contact person:	Dirk Kemper - President
Contact person phone:	0410 614 377
Date prepared:	2 nd of November 2020

Hygiene

Guidance	Action to mitigate the introduction and spread of COVID-19
Adopt COVID Safe principles:) Wear a face mask) Physical distancing (1.5 metres)) Good hand hygiene) Don't attend activities if unwell) Cough and sneeze into tissue or elbow) Promote outdoor activities instead of indoors	MBCV will adopt COVID Safe principles where it is practical to implement and advise members.
Where possible, when travelling minimise the number of occupants in a vehicle to immediate family members	MBCV will inform members to minimise the number of vehicle occupants when they attend events.
All participants attending events must wear face masks.	MBCV will require that participants at events wear masks at all times.
When promoting events include advice on the correct use of face masks and hand hygiene practices	Appropriate advice will be provided to members participating in events.

Cleaning

Guidance	Action to mitigate the introduction and spread of COVID-19
At static displays, if members of the public touch vehicles, ensure vehicles are wiped down, particularly the interior	Club members will be advised to clean their vehicles before and after each display, and frequently wipe down frequently touched surfaces. Members of the public will not be permitted to enter vehicles.
At static displays, ensure adequate cleaning products are available to members attending.	Members will be requested to bring hand wipes and sanitisers to each event they attend. Sanitisers to meet DHHS standards (at least 70% alcohol).

Physical distancing and limiting attendance

Guidance	Action to mitigate the introduction and spread of COVID-19
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If members are unwell, they cannot attend events	MBCV will require that members who are unwell or have a cold, scratchy throat, or temperature not attend events. Those in a vulnerable age group or who have medical conditions will be encouraged to consider whether they should attend events.
All events must be prebooked to ensure members attending can be accommodated at the venue. No late attendees will be accepted.	MBCV will require pre-booking at all events where there is to be physical attendance. No late attendees on the day will be accepted. At events, only the maximum number of people allowed at the venue will be accepted.
At static displays vehicles are to be parked at least 1.5 metres apart. At events only the maximum number of people permitted can attend.	Where practical, and if space permits, MBCV will arrange vehicles to be parked appropriately.
At static displays provide signage indicating where members of the public can view vehicles	Where possible, MBCV will arrange appropriate signage to be displayed at events. Vehicles will display appropriate signage regarding social distancing.

Record keeping/Communication

Guidance	Action to ensure effective record keeping
Trybooking or similar to be used to record details of members attending at events	MBCV will use Trybooking to manage attendance at external events.
Inform members of COVID Safe plan	MBCV will include the COVID Safe plan on its website and publish the plan in the Club's monthly magazine Around the Benz.
COVID Safe leader to be nominated at events	The organiser of a club event will be the nominated leader for the implementation of this plan at the event. Other members can be coopted to assist. Suitable COVID Safe identification to be worn at the event by the nominated leader and any assistants.

Preparing your response to a suspected or confirmed COVID-19 case

Guidance	Action to prepare for your response
Prepare to identify close contacts and providing relevant member records to support contact tracing.	MBCV will record details of members attending events to support contact tracing.
Prepare for how you will manage a suspected or confirmed case on an event.	MBCV will follow DHHS advice regarding suspected or confirmed cases
Prepare to notify attendees (including close contacts)	MBCV will follow DHHS advice on this matter
Prepare to immediately notify Coronavirus Hotline on 1800 675 398 if you have a confirmed COVID-19 case at an event	MBCV will notify the Coronavirus Hotline if a case occurs.