




HARNESS RACING VICTORIA


# HRV PARTICIPANT COVID-19 VACCINATION COMPLIANCE POLICY AND PROCEDURE

Approved by:		Date of Approval	
HRV Board		14/10/2021	
Business Unit	Document Owner		Document Writer
Organisation	HRV Board		Health, Safety and Well-being Manager
Version Number	Date Effective	Revision Description	
1	15 October 2021	New Edition	
2	18 October 2021	Updated link for revised Chief Health Officer directions	
3	16 December 2021	Updated references to 'Directions' to 'Orders' and 'Pandemic Orders'	
4			
5			
6			

 <p>HARNESS RACING VICTORIA</p>	<h1 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h1>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
--	---	--

## Contents

<b>1. DIRECTION</b>	<b>3</b>
<b>2. PURPOSE</b>	<b>3</b>
<b>3. SCOPE</b>	<b>3</b>
<b>4. DEFINITIONS</b>	<b>4</b>
<b>5. RESPONSIBILITIES</b>	<b>4</b>
<b>6. PROCEDURE</b>	<b>4</b>
<b>6.1.1 What the Mandatory Vaccination (Workers) Orders mean for HRV participants</b>	<b>5</b>
<b>6.1.2 Compliance for Authorised Providers, Authorised Workers and Self-employed Persons</b>	<b>5</b>
<b>6.1.3 Notification to current and potential workers</b>	<b>6</b>
<b>6.2 Exceptions</b>	<b>6</b>
<b>6.3 Access to Tabcorp Park and Country Clubs</b>	<b>7</b>
<b>6.3.1 Digital (electronic) verification</b>	<b>7</b>
<b>6.3.2 Hard-copy (paper) verification</b>	<b>10</b>
<b>6.4 Refusal of Entry</b>	<b>11</b>
<b>5.5 Provision of false information</b>	<b>11</b>
<b>7. RECORDS</b>	<b>12</b>
<b>8. REVIEW</b>	<b>12</b>
<b>8. RELATED SYSTEM DOCUMENTS</b>	<b>12</b>
<b>9. REFERENCES</b>	<b>12</b>
<b>10. AUDITABLE OUTPUTS</b>	<b>12</b>

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

### 1. DIRECTION

The Controlling Body, at its board meeting on 14 October 2021, approved of this policy and issued the following direction to participants pursuant to AHRR 238:

- all participants must comply with the Health Minister's Orders - *COVID-19 Mandatory Vaccination (Specified Workers) Orders* (Orders) as a condition of entry to all racetracks for the purposes of harness racing events and activities, including by providing HRV (or the relevant club in the case of trials) with the relevant vaccination information required by the Orders and set out in this Policy prior to entry to a racetrack;
- any failure to comply with the requirements contained within the Orders and this Policy by providing the necessary vaccination information prior to entry to a racetrack (or the relevant club in the case of trials) will be deemed to be a failure to comply with an order, direction or requirement of the Controlling Body for the purposes of AHRR 238.

### 2. PURPOSE

Harness Racing Victoria (HRV) is committed to providing a safe racing and work environment which protects the health and wellbeing of all individuals, and in keeping with this commitment, to prevent or minimise the risk of transmission of COVID-19.


To comply with government Pandemic Orders, all licensed and registered participants will be required to provide evidence of COVID-19 vaccination status (according to the schedule outlined in 6.1.2 below) as a condition of entry to HRV workplaces including Tabcorp Park, Country Clubs, Training centres, designated licensed premises and offices. HRV is implementing this condition of entry due to the unprecedented risks and circumstances arising from the COVID-19 pandemic, to ensure compliance with government orders and requirements, and to provide the safest possible working environment for all by minimising the potential transmission and impact of COVID-19.

HRV has a duty to provide and maintain a workplace that is free of known hazards and adopts this policy to safeguard the health of its participants, clubs, employees, contractors and members of the public.

### 3. SCOPE

This procedure applies to all licensed and registered participants including:

- Trainers;
- Drivers; and
- Stable staff

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

#### 4. DEFINITIONS

**COVID-19 vaccine** – a COVID-19 vaccination that is registered or approved by the Therapeutic Goods Administration (TGA).

**Directions** – the COVID-19 Mandatory Vaccination (Workers) Directions issued by the Victorian Government pursuant to the *Public Health and Wellbeing Act 2008* (Vic). Directions have now been superseded by Pandemic Orders.

**Excepted person** - a person is an excepted person if the person has obtained 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 acute medical illness.

**Fully vaccinated** - a person is fully vaccinated if the person has received the prescribed number of doses of a COVID-19 vaccine as recommended by the Australian Technical Advisory Group on Immunisation (ATAGI) for full COVID-19 vaccination.

**Pandemic Orders** – From 15 December 2021, [Pandemic Orders](#) have replaced all Directions. Pandemic Orders have been introduced under the Pandemic Specific Framework which replaces the previous State of Emergency Framework. Pandemic Orders are issued by the Health Minister, whereas Directions were issued by the Chief Health Officer.

**Partially vaccinated** - a person is partially vaccinated if the person has received a dose of a COVID-19 vaccine that is less than the number of doses of a COVID-19 vaccine as recommended by ATAGI for full COVID-19 vaccination and is not an excepted person.

**Unvaccinated** – A person is unvaccinated if they are a person who:


- (a) has not received a dose of a COVID-19 vaccine and is not an excepted person; or
- (b) has not provided evidence of their vaccination status or status as an excepted person.

#### 5. RESPONSIBILITIES

All licensed and registered participants should familiarise themselves with this Policy and Procedure and ensure that they exercise appropriate due diligence in carrying out their required responsibilities.

#### 6. PROCEDURE

Since March 2020, HRV and Country Clubs have established and maintained a range of COVID safe protocols to ensure the protection of our employees and industry participants

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

and the continued operation of the industry. The requirement for COVID-19 vaccination compliance in line with the government Pandemic Orders further strengthens these protocols and supports HRV's existing COVIDSafe plans.

### 6.1 Participant Obligations under the COVID-19 Mandatory Vaccination (Workers) Orders

#### 6.1.1 What the Mandatory Vaccination (Workers) Orders mean for HRV participants.

Anyone participating in harness racing in Victoria, or who undertakes harness racing related work *away from home*, must comply with the Victorian Government's COVID-19 Mandatory Vaccination (Workers) [Orders](#), unless they hold a valid medical exception. (Refer 6.2 below)

The vaccination requirements in the Orders apply to HRV and Club employees, registered trainers, drivers and stable staff participating in harness racing in various ways. If you fall into any one of these categories and need to leave home to participate or work, the Orders will apply to you and must be complied with.


Examples of a work premises *away from home* include, but are not limited to, Club training or racing facilities, or another participant's private training facilities.

Harness racing related work includes any activities related to, or which support harness racing, training and / or racing that is conducted, or performed for you, or for someone else away from your home. This work may be paid, or unpaid.

#### 6.1.2 Compliance for Authorised Providers, Authorised Workers and Self-employed Persons

In line with the [Pandemic Orders](#) participants who are:

- 1) [Authorised providers](#) (employers) of workers (e.g. other participants), are required, as soon as reasonably practicable after 7 October 2021, to collect, record, and hold information about the vaccination status of their authorised workers (employees) who are scheduled to work outside the worker's ordinary place of residence on or after 15 October 2021.
- 2) [Authorised providers](#) (employers) must not permit any authorised worker to work for the employer outside the worker's ordinary place of residence (including at racetracks and other licensed premises) unless:
  - between **15 October 2021** and **22 October 2021**, the worker has provided evidence confirming the worker is either partially vaccinated, or has a booking to receive a first dose of a COVID-19 vaccine by no later than 22 October 2021;

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

- between **22 October 2021** and **26 November 2021**, the worker has provided evidence confirming the worker is partially vaccinated or fully vaccinated;
  - after **26 November 2021**, the worker has provided evidence confirming that the worker is fully vaccinated.
- 3) Authorised workers (employees) of authorised providers (employers) are required, as soon as reasonably practicable after 7 October 2021, to provide evidence of their vaccination status, and should not work for their employer outside the worker's ordinary place of residence (including at racetracks and other licensed premises), unless the evidence of the worker's vaccination status demonstrates that:
- between **15 October 2021** and **22 October 2021**, the worker is either partially vaccinated, or has a booking to receive a first dose of a COVID-19 vaccine by no later than 22 October 2021;
  - between **22 October 2021** and **26 November 2021**, the worker is partially vaccinated or fully vaccinated;
  - after **26 November 2021**, the worker is fully vaccinated.
- 4) Self-employed persons or those employed through a corporate structure are responsible for self-compliance and must be vaccinated and maintain their personal records in accordance with the above timeframe.

Authorised providers, workers and self-employed persons should refer to and must ensure they are compliant with the Orders, which sets out these obligations and requirements, including any relevant exceptions, in full.


### 6.1.3 Notification to current and potential workers

Participants who are employers (Authorised providers) shall ensure that as soon as reasonably practicable, they will inform each worker, who is, or may be, scheduled to work on or after the relevant dates (as per 5.1 above) that the Orders require the collection, recording and holding of vaccination information about the worker.

## 6.2 Exceptions

There are some people who may receive a medical exception or exemption if they are unable to be vaccinated because they:

- have a medical contraindication to COVID-19 vaccines, or
- have an acute medical illness, including COVID-19 infection for up to 6 months (or earlier if the medical practitioner specifies an earlier date)

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

These medical exceptions are detailed in the Orders, and determined by [ATAGI clinical guidance](#). Evidence of exemption in the form of an Australian Immunisation Register immunisation medical exemption form will be required.

### 6.3 Access to Tabcorp Park and Country Clubs

HRV has operated under strict biosecurity protocols throughout the COVID pandemic to maintain racing operations and ensure the safety and livelihoods of our racing participants, employees and contractors, as well as the essential care and exercise of our equine population. It must be noted that the implementation of mandatory vaccination will not negate the need for continued vigilance regarding the maintenance of existing protocols including, but not limited to, QR code entry, hygiene and sanitation measures as well as room density and social distancing requirements.

In line with recent announcements by the State Government, updated entry requirements will be in place from 16 October 2021 for participants entering Club racing and training facilities for the purposes of harness racing.

It will be a condition of entry that all participants must check-in, and present proof of compliance with the Victorian Government COVID-19 Mandatory Vaccination (Workers) Orders, including the vaccination requirements set out in clause 6.1.2 above.


This proof of vaccination compliance shall be **sighted**, but **not** retained by Stewards and / or Club Officials prior to entry.

All participants, regardless of age, will be required to provide evidence of their vaccination status in line with the Orders and the timeframes outlined in clause 6.1.2 above.

When checking-in at a race meeting participants may show **digital** (electronic) or **hard-copy** (paper) evidence of their vaccination status by producing one of the forms of evidence described in 6.3.1 and 6.3.2 below:

#### 6.3.1 Digital (electronic) verification

- 1) The Victorian government has linked individual vaccination status with the Services Victoria QR code system. As participants check in using a QR code their vaccination status will be automatically verified.

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

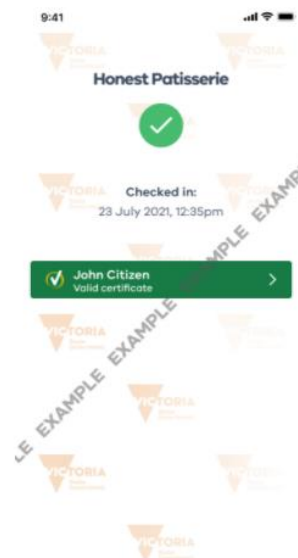
This is the preferred option for providing proof of vaccination status.

Detailed instructions for linking vaccination certificates with the Service Victoria app can be found at:


[Services Victoria – adding your COVID-19 digital certificate.](#)

Vaccination status may be displayed via the Medicare App, the MyGov app or a smartphone wallet. COVID-19 digital certificates and immunisation history statements can be accessed via the [MyGov](#) website.

- 2) A COVID-19 digital certificate is available to persons who have had two doses of a COVID-19 vaccination.






	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

- 3) If a participant has had only one dose of a COVID-19 vaccine, they may present their Immunisation History Statement.

This document displays first and second doses, so may be used by fully vaccinated people as well.



### Immunisation history statement

As at: 22 June 2021  
For: [Redacted]  
Date of birth: 21 January 1986  
Individual Healthcare Identifier (IHI): [Redacted]

**COVID-19 immunisation status:** ✓  
This individual has received all required COVID-19 vaccines.

Date given	Immunisation	Brand name given
31 May 2021	COVID-19	Pfizer Comirnaty
21 Jun 2021	COVID-19	Pfizer Comirnaty

Next NIP immunisation/s due: No vaccines due.  
Date due: [Redacted]  
Notice/s: [Redacted]



### Immunisation history statement

As at: 26 August 2021  
For: [Redacted]  
Date of birth: [Redacted]  
Individual Healthcare Identifier (IHI): [Redacted]

Date given	Immunisation	Brand name given
06 Jul 2021	COVID-19	AstraZeneca Vaxzevria

Next NIP immunisation/s due: No vaccines due.  
Date due: [Redacted]  
Notice/s: [Redacted]

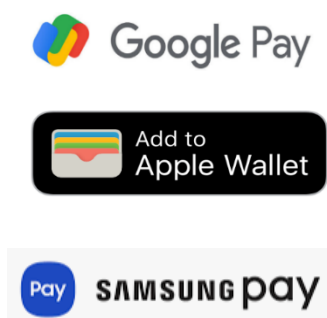
**Disclaimer**  
The Australian Immunisation Register records immunisations given to people of all ages in Australia. Immunisations given before 1 January 1996 are not displayed on the statement.


NIP immunisations refer to immunisations required under the National Immunisation Program schedule only, not including COVID-19 vaccinations. A separate COVID-19 immunisation status will appear on this statement when you have received all required COVID-19 vaccinations.

Every effort is made to ensure that the information contained on the Australian Immunisation Register is correct. The data is based on information provided by vaccination providers and the accuracy of data is dependent on the quality and timeliness of information provided.

If any of the immunisation details shown on the statement are not correct, please ask your vaccination provider to provide the correct details by calling us on 1800 653 809 (call charges may apply).

- 4) Vaccination status may also be verified via a smartphone wallet



	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

### 6.3.2 Hard-copy (paper) verification

Hard-copy (paper) versions of the COVID-19 digital certificate and the immunisation history statement will be accepted at entry points.

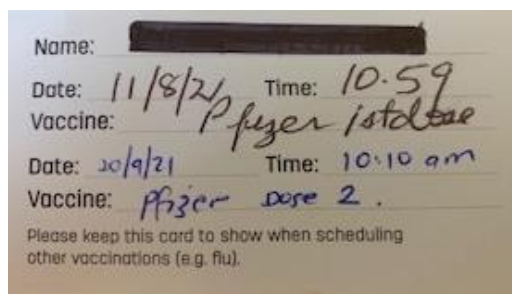
If the participant does not have a smartphone, they can:

- Call Services Australia on 1800 653 809 and request an Immunisation History Statement to be sent. It may take up to 14 days to arrive in the post.
- Print their COVID-19 digital certificate at home, via the [MyGov](https://mygov.au) website.
- Ask their vaccination provider, medical practitioner or the Australian Immunisation Register for a printed version of their COVID-19 digital certificate or immunisation history statement.

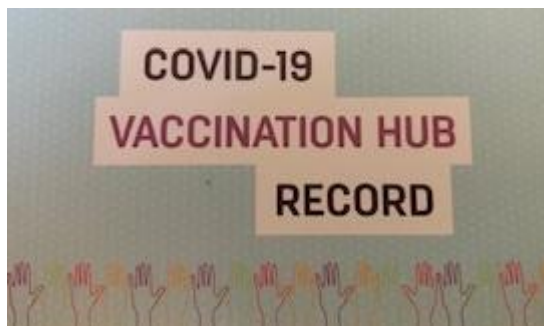
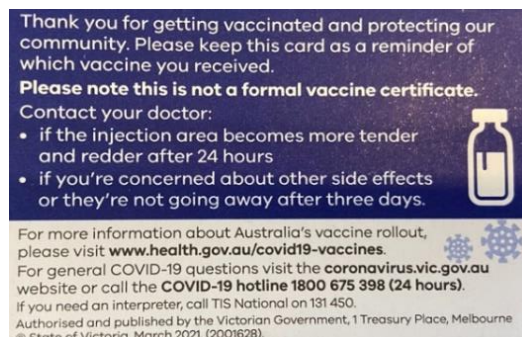
For the period until 26 November a COVID-19 vaccination record card may be shown as evidence of having received a first or second vaccination, in the event that the immunisation history statement has not yet been updated.


Cards will record the vaccination/s date, time and dose number.

The reverse of  
depending on  
Two examples



the card may vary  
the vaccination provider.  
are shown below.

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

### 6.4 Refusal of Entry

Participants are required to carry their HRV licence card or their driver's licence to assist with verification of identity. Participants who cannot produce evidence of vaccination or their exception status as required by the Orders and outlined in this Policy and Procedure will be denied entry to racetracks by Stewards or Club Officials. Any horse may be scratched, or where feasible and approved by Stewards at their absolute discretion, put into the care of another licensed person, and permitted to race.

From 16 October 2021, HRV, Tabcorp Park and Country Clubs will take all reasonable steps to ensure that:

- Any worker, participant or other person who is not partially vaccinated, who does not have a booking to receive a first dose of a COVID-19 vaccine that will cause the person to become partially vaccinated by 22 October 2021 or is not an excepted person does not enter or remain on, the premises for the purposes of working, participating or competing on the premises.

From 22 October 2021, HRV, Tabcorp Park and Country Clubs will take all reasonable steps to ensure that:

- Any worker, participant or other person who is not partially vaccinated or is not an excepted person does not enter or remain on, the premises for the purposes of working, participating or competing on the premises.


From the 26 November 2021, HRV, Tabcorp Park and Country Clubs will take all reasonable steps to ensure that:

- Any worker, participant or other person who is not fully vaccinated or is not an excepted person does not enter or remain on, the premises for the purposes of working, participating or competing on the premises.

### 5.5 Provision of false information

All persons subject to the Orders and this Policy and Procedure are reminded that penalties exist under section 210 of the *Public Health and Wellbeing Act 2008* for providing a statement of false or misleading information or producing a document which contains false or misleading information.

Under the Australian Harness Racing Rules (AHRR) section 209, a person employed, engaged, or participating in the harness racing industry shall not knowingly or recklessly furnish false information to the Controlling Body, the Stewards or anyone else.

	<h2 style="text-align: center;">HRV Participant COVID-19 Vaccination Compliance Policy and Procedure</h2>	<p style="text-align: center;"><b>ORG-PP-101 (15 OCT 2021)</b></p>
---	---	--

## 7. RECORDS

Documents used to manage HRV's COVID-19 Vaccination Compliance Policy and Procedure will be produced in a format that allows tracking for verification and review purposes.

## 8. REVIEW

This policy and procedure will be subject to a planned review by the HRV CEO and Leadership Team in conjunction with Manager Risk and Compliance and the Health, Safety and Well-being Manager in accordance with the requirements outlined in the Document Control Procedure QMS-PR-002. Any review undertaken shall be ratified by the Board.

Due to the fluid and changing nature of the COVID-19 situation, this Policy and Procedure may be subject to frequent review and amendment.

## 8. RELATED SYSTEM DOCUMENTS

Access to any of the references below shall be via [www.thetrots.com](http://www.thetrots.com).

### Related policies, procedures and documents:

- [INT-PR-101 Racetrack Access and Operational Procedure](#)
- [ORG-PU-102 Participant Instructions for accessing COVID-19 vaccination status](#)
- [ORG-PU-103 FAQs for Participants](#)
- [ORG-PU-104 Useful Website Links COVID-19 Vaccination](#)
- [ORG-PU-105 Participant Information COVID-19 Vaccinations](#)

## 9. REFERENCES

- Australian Harness Racing Rules (AHRR)
- Australian Immunisation Register Act 2015
- Health Records Act 2001
- Occupational Health and Safety Act 2004
- Occupational Health and Safety Regulations 2017
- Privacy Act 1988 (Cth)
- Privacy and Data Protection Act 2014
- Public Health and Wellbeing Act 2008

## 10. AUDITABLE OUTPUTS

The following examples of records will be used to verify implementation of this procedure:

- Steward Reports
- Incident investigations
- Management reviews