



COVID19 Conditions of Use for Hirers

Lakes Entrance Mechanics Institute Hall Management Committee is committed to ensuring hall users have a safe environment and are compliant with COVID19 requirements.

Room Name	
Total Occupancy	

Use of these facilities is subject to convenors, hirers and users complying with the following conditions.

The Convenor is to ensure:

- Compliance with facility occupancy numbers
- All occupants sanitise hands when entering facility
- All occupants comply with DHHS 1.5 metre Social Distancing requirements
- Sanitising of all touch point areas, e.g. door handles, light switches, tables, chairs, benchtops at the end of use. This includes touch points for toilet and kitchen facilities that have been used. (Cleaning products will be provided)
- All occupant details (name, phone number, date and time) are recorded for contact tracing and retain the list for 28 days after which the list should be destroyed. The convenor may be required to produce the list at any time within the 28-day period as instructed by DHHS or Council
- Any shared equipment including stationery used to record details should be wiped with alcohol wipes between users
- If any participant is unwell, they are not to enter the facility

Further Information:

Department of Health and Human Services (DHHS) regulations and restrictions: (this list is a snapshot of suggested reading and may not be the full range of information required for the activity):

- **General Covid-19 information:** <https://www.dhhs.vic.gov.au/victorias-restriction-levels-covid-19>
- **Community facilities:** <https://www.dhhs.vic.gov.au/community-services-restrictions-covid-19>
- **Sport and Exercise:** <https://www.dhhs.vic.gov.au/sport-and-exercise-restrictions-covid-19>
- **Cleaning requirements-** [cleaning and disinfecting to reduce the risk of coronavirus \(COVID-19\) spreading \(Word\)](#) alternatively click on the link under the cleaning section on this page <https://www.dhhs.vic.gov.au/staying-safe-covid-19>
- **Contact tracing requirements-** <https://www.dhhs.vic.gov.au/record-keeping-contact-tracing-covid-19>

Lakes Entrance Mechanics Institute Hall Committee accepts no responsibility or liability where a convenor, hirer or user has breached COVID19 requirements as set out in the DHHS rules.

By entering into a user/hire agreement, the convenor accepts and agrees to these Covid19 Special Conditions of Use and the general Conditions of Use.