



**HRNZ ORDER AND DIRECTIONS
IN RESPONSE TO COVID-19 PANDEMIC**

**Workouts, Trials and Racing – Traffic Light Protection Framework Safe
Working Protocols**

PART 1 EXPLANATORY NOTE

1. EXPLANATORY NOTE

- 1.1 These Order and Directions are in place whenever New Zealand or parts thereof are operating under the Traffic Light Protection Framework.
- 1.2 A full overview of New Zealand's COVID-19 Traffic Light Protection Framework is provided via [this link](#). Please familiarise yourself with this, and in particular the restrictions relating to Travel and Workplaces.
- 1.3 The core principles behind this Order and Direction (Directive) are the same as previous Alert Levels 2 (Orange) and 3 (Red).

2. NOTES

- 2.1 This Directive has the effect under the New Zealand Rules of Harness Racing and is binding on PCBU's (as defined by the Health & Safety at Work Act, Clubs, licensed persons, racing officials, including Racing Integrity Board (RIB) staff and persons to whom the Rules apply).
- 2.2 This Directive is subject to any legislative or Governmental requirements and to any Government regulations or requirements as relevant to COVID-19 and the Traffic Light Protection Framework.
- 2.3 A breach of this Directive may constitute a breach of the New Zealand Rules of Harness Racing (Rule 1001 - Serious Racing Offences).

Useful Links:

- [Health and Safety at Work Act](#)
- [Risk Management Regulations](#)
- [WorkSafe COVID-19 Safety Plan \(and template\)](#)
- [COVID-19 Government Site](#)
- [Ministry of Health: COVID-19 \(general\)](#)
- [Ministry of Health posters](#)
- [The Traffic Light Protection Framework](#)

PART 2 PRELIMINARY PROVISIONS

3. NAME AND COMMENCEMENT

- 3.1 The Board of HRNZ gives the following Directive under clause 14.4.4 of the Constitution of HRNZ to all Clubs, combination of Clubs, owners, and persons licenced under the New Zealand Rules of Harness Racing (the Rules).
- 3.2 This Directive is the HRNZ Order and Directive in response to COVID-19 Pandemic Return Racing - Traffic Light Protection Framework.
- 3.3 This Directive has effect whilst COVID-19 Alert remains under the Traffic Light Protection Framework and may be reviewed from time to time.

4. INTERPRETATION

- 4.1 In this Directive, unless the context otherwise requires:
- meeting** means a race or trials meeting, or workout.
- meeting officials** includes those persons attending a meeting who are not licensed under the rules.
- owners** mean those individuals officially registered with HRNZ as owning part, or all of a horse.

PCBU has the same meaning as in section 17 of the Health and Safety at Work Act 2015.

racecourse means any premises and includes all parts of premises used for workouts, trials or race meetings.

staff or worker means when used in the context of a Club any person working for a Club whether paid or unpaid and when used in the context of a trainer any person working for a trainer whether paid or unpaid.

Any term used in this Directive shall have the meaning given to it in the New Zealand Rules of Harness Racing unless the context requires otherwise.

PART 3 GENERAL

5. TRANSITORY PROVISION FOR WORKERS

- 5.1 As the nation migrates to the COVID Protection Framework, the government has provided temporary leeway in regarding the timing for imposition of the fully vaccination requirement for workers.
- 5.2 HRNZ has decided that this provision should be adopted or adapted into this Directive for defined periods of time, after which this becomes void and may be deleted from this Directive. This may also be amended as affected by emerging government legislation. This overrides other relevant portions of the Directive are listed accordingly:
- 5.3 Short-term exemption from the fully vaccination requirement for workers, with effect to 17 January 2022.

Circa 23 November 2021 the government announced that “Unvaccinated staff in businesses where vaccine mandates apply will not be able to continue their work unless they are fully vaccinated against Covid-19 by January 17. Would need to have their first vaccination in 10 days’ time when the traffic light system comes into effect on December 3. Workers would need to be fully vaccinated by January 17 to continue working.” (summarised)

This provision is extended to persons working at a Race Meeting, trial or workout.

6. GREEN OR ORANGE TRAFFIC LIGHT

- 6.1 This section applies when a meeting is held at a venue in a region or sub-region where the government has dictated that the COVID Protection Framework is ‘GREEN’ or ‘ORANGE’. Only where differences apply between these two settings,

these will be clearly noted. Under a Green or Orange Framework anyone is allowed on course if they have been fully vaccinated or have the temporary exemption above.

Admission to Meetings

- 6.2 Each Club holding a Meeting must limit the number of available entrances to the racecourse (including the entrance used by horse floats and trucks transporting horses to the Meeting) on the day that the Meeting is in progress and must ensure that each entry point is staffed with a person or persons responsible for ensuring that all people entering the meeting:
- 6.2.1 has their "My Vaccine Pass" scanned and that this proves that they are fully vaccinated; and
 - 6.2.2 that every person entering the racecourse scans the Government COVID Tracer QR Code for the racecourse or completes the Club register.
- 6.3 Discretion is provided in the admission of children aged under 12 years and 3 months, as they have not had the opportunity to receive the COVID vaccination. [Clause to be reviewed in 2022]
- 6.4 Discretion is also provided to allow admission of a person who holds a medical exemption in relation to the COVID vaccination, but only if that exemption has been provided by the Director General of Health.
- 6.5 Each Club holding a Meeting must provide an isolation area for use at the Meeting and have isolation procedures in place if there is a case or suspected case of COVID-19 identified at the Meeting.
- 6.6 A person must not attend, and must be refused access to, a Meeting if they have cold or flu symptoms (including coughing or sneezing, runny nose, headache, aches or fever) or have experienced a loss of, or change in, their sense of smell.
- 6.7 Persons must consider excluding themselves from a Meeting if their risk of contracting severe symptoms of COVID-19 is increased by an underlying health condition or their age.
- 6.8 If St John staff are requested to assess a patient against the COVID-19 case definition, they will be given prior notice so that they can wear appropriate personal protective equipment.
- 6.9 On the advice of a St John medic, the Stipendiary Stewards or a Racecourse Investigator may require a person to stay in the isolation area for the Meeting until they can leave the Meeting or if practical to leave the racecourse immediately and on leaving the racecourse to immediately self-isolate until cleared by their GP, who

must consider the prevailing NZ Government requirements. The person must also follow Ministry of Health advice and if diagnosed with COVID-19, assist in contact tracing.

- 6.10 All persons admitted to a racecourse for a Meeting must:
- 6.10.1 Allow their “My Vaccine Pass” to be sighted or scanned as proof that they are fully vaccinated;
 - 6.10.2 Use their phone to scan the NZ COVID Tracer APP QR Code, or enter their name and contact phone number in the register provided by the Club for that purpose, on entering the racecourse for the Meeting;
 - 6.10.3 Observe personal hygiene requirements, particularly regular hand-washing with soap and running water and the use of hand-sanitisers;
 - 6.10.4 Only enter those areas of the racecourse that they need to enter in order to perform their duties or their role at that Meeting, and comply with the requirements of the relevant Club regarding access to the various areas of the racecourse while the Meeting is in progress;
 - 6.10.5 Work co-operatively with each other and the relevant Club to ensure a minimum 1 metre physical distancing from other persons, provided that this can be done without increasing personal health and safety risks [**NOTE: this clause applies to ORANGE but not to GREEN**];
- 6.11 You are encouraged to wear a mask particularly in indoor areas.

Expulsion from Racecourses or Training Facilities

- 6.12 Clubs or RIB staff who believe, on reasonable grounds, that a person seeking entry to a racecourse or training facility, or who is present on a racecourse or training facility, is a person:
- 6.12.1 who cannot provide evidence that they are fully vaccinated; or
 - 6.12.2 who is unable or has refused to comply with varying mask wearing requirements; or
 - 6.12.3 whose presence on or at that racecourse or training facility is not permitted under this Directive; or
 - 6.12.4 who has not complied with any Government requirement to self-isolate, then they shall immediately expel that person from the racecourse or training facility.

Club Responsibilities

- 6.13 When holding a Meeting, each Club must implement procedures that eliminate the risk of transmission of COVID-19 to the maximum extent possible. Without limiting this obligation, each Club must determine the location of designated screening areas at each point of entry to the racecourse, and provide staff members to:
- 6.13.1 ensure that only those permitted to attend the meeting gain access to the

racecourse;

- 6.13.2 that every person entering the racecourse has their “My Vaccine Pass” scanned or sighted and that this proves that they are fully vaccinated; and
- 6.13.3 that every person entering the racecourse scans the Government COVID Tracer QR Code or completes the Club register.

7. RED TRAFFIC LIGHT

- 7.1 This section applies on when a meeting is held at a venue in a region or sub-region where the government has dictated that the COVID Protection Framework is ‘RED’.

Admission to Meetings

- 7.2 Nobody shall be admitted to a racecourse when a Meeting is in progress, except for:
 - 7.2.1 Licensed trainers and stable hands with horses entered at the Meeting;
 - 7.2.2 Licensed stable staff employed by trainers with horses entered at the Meeting (including horse float drivers whether the horse float is a trainer’s or a float company), if that employee’s or person’s presence at the racecourse:
 - i. is essential; and
 - ii. has been notified to the relevant Club, and approved by it, ahead of the Meeting;
 - 7.2.3 Licensed drivers engaged to compete at the Meeting
 - 7.2.4 Clerks of the Course, Stipendiary Stewards, Starters, Starters Assistants, St John ambulance officers, veterinarians, farriers, horse ambulance drivers, Racing Investigators, swabbing attendants, gate security, commentators, Judges, accredited media or photographers (as approved by HRNZ in writing), photo finish operators, Trackside Broadcasting team, TAB on-course control van personal, Judicial panellists and typists, Medical staff, Club staff and other Officials if their presence is essential for the conduct of the Meeting.
- 7.3 Gatherings of owners of horses competing at the meeting, club members, sponsors, and ticketed guests are permitted to attend a meeting provided that:
 - 7.3.1 the venue operator and the persons attending meet the conditions and requirements of the RED level of COVID Protection Framework ([click link](#)); and
 - 7.3.2 any area reserved for a group of up to 100 persons is provided a government QR COVID Tracer QR code specific to that area.
- 7.4 Each Club holding a Meeting must limit the number of available entrances to the racecourse (including the entrance used by horse floats and trucks transporting horses to the Meeting) on the day that the Meeting is in progress and must ensure that each entry point is staffed with a person or persons responsible for ensuring that all people entering the meeting:

- 7.4.1 has their “My Vaccine Pass” scanned or sighted and that this proves that they are fully vaccinated; and
- 7.4.2 that every person entering the racecourse scans the racecourse’s Government COVID Tracer QR Code or completes the Club register.

- 7.5 Discretion is provided in the admission of children aged under 12 years and 3 months, as they have not had the opportunity to receive the COVID vaccination. [Clause to be reviewed in 2022]

- 7.6 Discretion is also provided to allow admission of a person who holds a medical exemption in relation to the COVID vaccination, but only if that exemption has been provided by the Director General of Health.

- 7.7 Each Club holding a Meeting must provide an isolation area for use at the Meeting and have isolation procedures in place if there is a case or suspected case of COVID-19 identified at the Meeting.

- 7.8 A person must not attend, and must be refused access to, a Meeting if they have cold or flu symptoms (including coughing or sneezing, runny nose, headache, aches or fever) or have experienced a loss of, or change in, their sense of smell.

- 7.9 Persons must consider excluding themselves from a Meeting if their risk of contracting severe symptoms of COVID-19 is increased by an underlying health condition or their age.

- 7.10 All persons admitted to a racecourse for a Meeting must (unless they are aged 12 years and 3 months);
 - 7.10.1 Allow their “My Vaccine Pass” to be scanned as proof that they are fully vaccinated;
 - 7.10.2 Use their phone to scan the correct NZ COVID Tracer APP QR Code, or enter their name and contact phone number in the register provided by the Club for that purpose, on entering the racecourse for the Meeting
 - 7.10.3 Observe personal hygiene requirements, particularly regular hand-washing with soap and running water and the use of hand-sanitisers;
 - 7.10.4 Work co-operatively with each other and the relevant Club to ensure a minimum 1 metre physical distancing from other persons, provided that this can be done without increasing personal health and safety risks;
 - 7.10.5 Only enter those areas of the racecourse that they need to enter in order to perform their duties or their role at that Meeting, and comply with the requirements of the relevant Club regarding access to the various areas of the racecourse while the Meeting is in progress;
 - 7.10.6 Comply with HRNZ requirement that a mask is worn in all indoor areas other than if seated and eating/drinking. If a person is unable to wear a mask for health reasons (proven by a GP letter), then they must visibly display their

Exemption card, or must not attend the Meeting. Refusal to wear a mask or their Exemption Card will result in expulsion from the Meeting;

Physical distancing & hygiene

- 7.11 Trainers and stable staff must:
 - 7.11.1 Wash or sanitise hands regularly, and specifically before and after:
 - 7.11.2 handling gear; and
 - 7.11.3 leading a horse to or from the birdcage.
 - 7.11.4 not enter the Drivers Rooms or any room designated as a 'Temporary Drivers Room';
 - 7.11.5 phone the raceday Stipendiary Stewards if you need to inform or seek permission or clarification on any matter, instead of entering the Stewards Room (note: Stewards may still request that a person present themselves to the Stewards Room).

Expulsion from Racecourses or Training Facilities

- 7.12 Clubs or RIB staff who believe, on reasonable grounds, that a person seeking entry to a racecourse or training facility, or who is present on a racecourse or training facility, is a person:
 - 7.12.1 who cannot provide evidence that they are fully vaccinated; or
 - 7.12.2 who is unable or has refused to comply with varying mask wearing requirements; or
 - 7.12.3 whose presence on or at that racecourse or training facility is not permitted under this Directive; or
 - 7.12.4 who has not complied with any Government requirement to self-isolate, then they shall immediately expel that person from the racecourse or training facility.

Conduct of Meetings

- 7.13 When holding a Meeting, each Club must implement procedures that eliminate the risk of transmission of COVID-19 to the maximum extent possible. Without limiting this obligation, each Club must:
 - 7.13.1 Determine the location of designated screening areas at each of up to three points of entry to the racecourse, and provide a staff member to:
 - i. ensure that only those permitted to attend the meeting gain access to the racecourse;
 - ii. that every person entering the racecourse has their "My Vaccine Pass" scanned or sighted and that this proves that they are fully vaccinated; and
 - iii. that every person entering the racecourse scans their correct Government COVID Tracer QR Code or completes the Club register.
 - 7.13.2 Provide access to an otherwise unutilized room or lounge of sufficient size

- for use solely by Trainers and Stable staff;
- 7.13.3 Engage sufficient cleaning staff to provide regular cleaning and disinfection of all common areas used during the conduct of the Meeting including, as a minimum, disinfecting at least hourly during the Meeting all common surfaces used by attendees including, but not limited to, the Drivers and Stewards rooms and all door handles, hand rails, lift call and internal lift buttons (if applicable) and light switches etc;
 - 7.13.4 Provide or install hand sanitiser stations, or soap and running water and paper towels, for use by attendees at the Meeting and ensure that those stations and areas for handwashing are monitored regularly throughout the Meeting to ensure that they are properly stocked;
 - 7.13.5 Engage dedicated staff members to secure the Drivers room at the direction of the Stipendiary Stewards;
 - 7.13.6 Provide signage in all relevant areas including the Drivers room (and any temporary Drivers rooms) to remind of personal hygiene and physical distancing requirements;
 - 7.13.7 Provide an isolation area for use at the Meeting if there is a case or suspected case of COVID-19 identified at the Meeting;
 - 7.13.8 Display the NZ COVID Tracer APP QR codes for the venue;
 - 7.13.9 and have manual registers for people who cannot scan the code, at each entry point to the racecourse and require each person attending the Meeting to either scan the correct QR code or enter their name and a contact phone number in the correct register.

8. ONGOING HEALTH ASSESSMENTS

- 8.1 Trainers, Stable staff, Club staff and Race Officials must continually assess their health and the health of each of their employees or colleagues. Matters that must be assessed regularly include:
 - 8.1.1 Have you, a staff member or colleague been in close contact with, or been advised that you or they are a close contact of, a confirmed or probable case of COVID-19, or a person who is awaiting the result of a COVID-19 test?
 - 8.1.2 Have you, a staff member or colleague had:
 - i. a raised temperature or other indication of illness or fever? or
 - ii. any indication of a cough, sneezing or runny nose, sore throat or shortness of breath? or
 - iii. a loss of, or change in, your or their sense of smell?
- 8.2 If the answer to any of the questions in clause 8.1 is a 'yes', then you or the person must follow prevailing guidelines or instructions of the Ministry of Health including any testing requirements prior to return to work.
- 8.3 Any business, workplace, or site that has had a worker with a positive COVID-19

diagnosis must follow prevailing guidelines or instructions of the Ministry of Health.

9. PERSONAL RESPONSIBILITY AND WELLBEING MEASURES

- 9.1 A person must self-isolate, and not attend and be refused access to any Meeting, racecourse, stable or training facility if:
 - 9.1.1 They have cold or flu symptoms (including coughing, sneezing, runny nose, headache, aches or fever) or a loss of, or change in, their sense of smell;
 - 9.1.2 They are subject to a Ministry of Health instruction to self-isolate.

- 9.2 A staff member must immediately report to their employer any concerns they may have as to the health status of any other person at their workplace.

- 9.3 When a staff member is unable to attend work due to concerns regarding COVID-19 symptoms, the employer and employee must work together constructively to ensure:
 - 9.3.1 the wellbeing of the staff member;
 - 9.3.2 that a clinical diagnosis and testing of COVID-19 and all Ministry of Health measures are undertaken; and
 - 9.3.3 the staff member may return to work when their symptoms have resolved.