

# MAKE SUMMER UNSTOPPABLE

## EVENTS CHECKLIST

Tick off the following actions so your event can Make Summer Unstoppable

### For your event:

- Display NZ COVID Tracer app QR codes at the entry to your event and in other highly visible and accessible locations including:
  - food trucks/bars
  - seating areas
  - entry points
  - waiting or gathering areas
  - toilets and washing areas
- Display 'Unstoppable summer' signs and posters in places such as entries and exits and around food and drink facilities
- Have good supplies of hand sanitiser available for event crew and customers
- Keep good stocks of soap and paper towels/hand driers available in bathrooms
- Have a regular cleaning schedule in place for 'high touch' objects and surfaces that are used by many people – for example food and drink areas, EFTPOS machines and bathroom facilities

### For the event staff:

- Have a team/staff briefing regularly that includes:
  - Ensuring the team are scanning in and out or using other contact tracing methods
  - Encouraging the team to stay home if they're sick and seek advice from Healthline or their doctor about a COVID-19 test
  - Encouraging the team to have their Bluetooth turned on (if your team carry their phones at work)
  - Encouraging hand hygiene
  - Talking to the team about how they can encourage event-goers by showing them the behaviour

### For event managers:

- Have systems in place to support contact tracing at your event
- Have policies in place to support sick event staff to stay home

### Resources

All about QR codes:

<https://covid19.govt.nz/business-work-and-money/business/get-your-qr-code-poster/>

Support for businesses whose employees have been told to stay home:

<https://www.workandincome.govt.nz/covid-19/leave-support-scheme/index.html>

Find materials to Make Summer Unstoppable:

[https://drive.google.com/drive/folders/1qPtyXGn0F\\_rN59QoGUkg\\_-HOkovlh5y](https://drive.google.com/drive/folders/1qPtyXGn0F_rN59QoGUkg_-HOkovlh5y)

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**Unite  
against  
COVID-19**