

COVID Management Plan AMENDMENT FORM

When a COVID Management Plan Amendment is required

Amendments to an approved COVID Management Plan is required when:

- There has been a change to the *South Australian Emergency Management Direction (Public Activities) (COVID-19)*. This may include changes to permitted activities, or infection control criteria such as density or distancing.

OR

- When a venue owner or activity coordinator has reviewed the effectiveness of their approved COVID Management Plan and want to make substantial changes to either improve or change the three infection control measures or to the five Operational Control Standards.

Please tick the box above to indicate the reason why your approved COVID Management Plan requires amendment.

Responsibility for amendments to an approved COVID Management Plan

It is the responsibility of the venue owner/activity coordinator to complete and submit an Amendment Form for an approved COVID Management Plan to SA Health.

Section 1: COVID Management Plan Information

Please provide the same information as per your original COVID Management Plan. This information will enable the COVID Management Plan Review team to match your AMENDMENT FORM to your approved COVID Management Plan and consider both together.

Registered company/business name	<Registered company/entity name>
Trading company/business name	
ABN	
Venue Owner / Event Coordinator name	<Must include Name, and Title>
Contact details of Venue Owner/Event Coordinator	<Must include phone number and email address>
Responsible COVID-19 safe person	<The person responsible for COVID-19 safety whilst the venue is open / during the event>
Liquor license no.	

Section 2: Amendment Information

Please outline below the changes you would like to make to your approved COVID Management Plan.

When detailing your changes, please make it clear why you are requesting a change. This may include outlining the change in compliance requirements in the updated Emergency Management Direction on Public Activities.

Section 3: Supporting information

Please ensure you attach any supporting information that may be helpful to illustrate aspects of your COVID Management Plan Amendments.

This could include, but not be limited to:

- > Floor Plans
- > Photos
- > Existing and/or new COVID-Safe Plans
- > Liquor licensing plan – as in map of area covered

Section 4: Declaration

I have supplied the following information to outline how I will ensure that patrons/attendees, volunteers, and staff safety will be maintained during the course of business. I will implement these measures to ensure my operations are COVID Safe to reduce the risk of transmission of COVID-19.

Full name and position title	
Signature	