

CHACOMBE VILLAGE HALL

CHECKLIST FOR HIRER USE DURING COVID 19 RESTRICTIONS

DURING THE CURRENT PANDEMIC, ANYONE HIRING THE HALL MUST COMPLY WITH THE SPECIAL CONDITIONS OF HIRE SHOWN IN APPENDIX E. THIS INCLUDES CLEANING “TOUCHPOINTS” AT THE START AND END OF YOUR HIRE AS WELL AS MAINTAINING A LIST OF ATTENDEES TO ASSIST TRACK AND TRACE. THIS CHECKLIST SHOULD BE USED TO FACILITATE THIS AND WOULD BE EVIDENCE IF REQUIRED IN THE EVENT OF AN OUTBREAK OF COVID 19.

DATE	ITEMS TO BE CLEANED						
	DOOR HANDLES	CHAIRS	LIGHT SWITCHES	WINDOW CATCHES	KITCHEN EQUIPMENT	TOILETS INC. WASHBASINS	ANY OTHER TOUCHPONTS
	ATTENDEES						
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