

From: [Melisa Kappely](#)
To: [Executive Leadership Team](#)
Subject: Consultation Pack
Date: Tuesday, 18 January 2022 6:06:12 pm
Attachments: [ConsultationVaccinationOfficeEmployeesJan2022.pdf](#)
[Covid_19_Office_Risk_Logic_Simplified_Jan2022.pdf](#)

Kia ora koutou ELT

Attached are the consultation documents that will go out tomorrow to all office staff regarding the requirement

to be fully vaccinated to come into Stats offices and attend events.

Please let me know if you have any questions.

Ngā mihi

Melisa Kappely (pronouns: she/her/hers)

Chief People Officer | Apiha Tāngata Matua

Stats NZ | Tauranga Aotearoa | stats.govt.nz | +64 27 734 0392

[About Aotearoa, for Aotearoa](#)

Data that improves lives today and for generations to come

[Facebook](#) | [Twitter](#) | [LinkedIn](#)

RELEASED UNDER THE OFFICIAL INFORMATION ACT

JANUARY 2022

Consultation Document

This consultation pack is to provide employees the opportunity to provide feedback on our draft COVID-19 Controls policy and risk assessment. This is relevant for staff who are undertaking activities that Stats NZ believes need to be undertaken by a fully vaccinated person. This pack includes:

1. The COVID-19 Controls draft policy;
2. A questions and answer document; and
3. The draft risk assessment (attached separately).

With the on-set of the highly contagious Delta and new Omicron variant of COVID-19 like many employers, Stats NZ have been assessing how we can best keep our people, visitors and contractors safe.

To date, Stats NZ has implemented the necessary health and safety measures recommended by the Government to mitigate the impact of COVID-19 including face coverings and social distancing and in instances not undertaken certain activities. Stats has also strongly encouraged all employees to be vaccinated against COVID-19 as soon as possible.

Late last year, Stats NZ consulted with employees in Field Collections and Census who have high levels of engagement with the public. As a result of this consultation all Stats employees undertaking these activities are required to be fully vaccinated.

Stats NZ has undertaken a further risk assessment to understand whether restricting office access and attendance at events to fully vaccinated employees and contractors is an appropriate control for the safety and protection of its employees, contractors, and external visitors. This consultation relates to this. We would like you to provide your feedback before the final decision is made.

An initial step has been undertaken under the traffic light system for external visitors entering Stats offices. Stats now requires all external visitors to present their My Vaccine Pass at reception to enter Stats NZ offices and this includes contractors, external people attending meetings, maintenance workers and visitors.

The risk assessment has now been undertaken for work activities undertaken by office-based employees.

The risk assessment was undertaken for the following activities:

1. Frequent contact with external parties to Stats offices (i.e., visitors, contractors, external people attending meetings);
2. Attending indoor and outdoor events (i.e., community events, meetings, training);
3. Frequent visits to multiple Stats offices; and
4. Working at a Stats office (Wellington, Auckland, Christchurch) in close contact with other workers.

The risk assessment undertaken used the below factors to determine if the activity is high risk;

- Nature of the work performed;
- The likelihood of a worker being exposed to COVID-19 whilst performing the activity;
- The potential consequences of that exposure on others (e.g., community spread); and
- Effectiveness of options other than vaccination that may be sufficient to mitigate the risk of exposure.

Other Considerations also included:

- How many people does the employee carrying out the work come into contact with?
- How close is the employee carrying out the tasks in proximity to other people?
- How long does the work require the employee to be in close proximity?
- Does the work involve regular interaction with people considered at higher risk of severe illness from COVID-19?

Following this assessment Stats NZ proposes that staff in office-based roles and attending Stats NZ events should require vaccination to minimise the risk of transmission and/or contraction of COVID-19. This means all employees, visitors, and contractors will need to be fully vaccinated to enter any Stats NZ office /or attend indoor and outdoor events.

During consultation office-based employees will be asked to provide information about their vaccination status (full, partial, and/or vaccination booking dates etc). Providing a response is optional at this time until a final decision is made on how to proceed. This information will assist with planning for the implementation of any move requiring employees to be fully vaccinated to come into the offices (if this is decided as the way forward).

Consultation Timeline

Commence consultation over risk assessment and draft policy.	Wednesday 19 January
Feedback	Wednesday 19 January – Wednesday 2 February
Decision announced	Friday 11 February
Effective Date for Requiring Employees to be full vaccinated to come into offices or attend events (if the proposal proceeds)	Tuesday 1 March

How to provide feedback as part of this consultation process

We would welcome your views on the proposal provided in the attached documents. Please ask any questions or provide feedback by emailing covid19vaccinationconsultationfeedback@stats.govt.nz

Feedback is open until the close of business Wednesday 02 February 2022.

RELEASED UNDER THE OFFICIAL INFORMATION ACT

COVID-19 Controls Policy - DRAFT

1. Purpose

This policy sets out the general approach that will be taken by Stats NZ, and the expectations and requirements of our employees, with respect to COVID-19 controls such as vaccination and testing.

As this policy has been developed at a time when workplaces are responding to the challenges of operating within an environment where New Zealand is combating the spread of COVID-19, it is likely that this policy, and our approach, will require review and amendment over time given the rapidly evolving situation and understanding that exists about COVID-19. We will do so in consultation with employees and union representatives.

Stats NZ is committed to meeting its duties and obligations under the Health and Safety at Work Act 2015 to provide a safe working environment, and to protecting our employees and the wider community in which we operate. For these reasons it is critical that Stats NZ and our staff take all reasonably practicable precautions to protect against COVID-19 and its potential health-related impacts.

2. Policy Statement

Whilst Stats NZ will always comply with all current public health measures such as physical distancing and the use of Personal Protective Equipment (PPE), COVID-19 vaccinations are also a key control measure against contracting and transmitting COVID-19 within the workplace and to the community, and in limiting the severity of the virus' potential impacts.

Stats NZ promotes an approach of encouraging and maximising vaccination take up by our employees, while still protecting and balancing the rights of working people. We accept that vaccination is one of many potential control measures, and it needs to be properly located within a wider suite of risk management and workplace controls where the decision to employ it is made by Stats NZ, rather than mandated by the New Zealand Government.

3. Scope

Where there are identified and compelling health and safety reasons for requiring that certain tasks or roles should only safely be carried out by vaccinated workers, based on a robust risk assessment, vaccination will likely be one of the key control measures proposed for implementation.

Should activities or roles performed by Stats NZ staff come, or have the potential to come, within the scope of any future Government-imposed Order mandating vaccination and/or testing (which is not yet the case), then that Order will be complied with. This policy and associated procedure will not necessarily apply in these situations.

4. Supporting Vaccination for Stats NZ Employees

Stats NZ strongly encourages all employees who are able to vaccinate against COVID-19 to be vaccinated.

Stats NZ provides paid Special COVID-19 Leave to all employees who need time off to get vaccinated or if they are unable to work for a period of time due to an adverse reaction to the vaccine. All Stats NZ employees are eligible for this leave with prior agreement.

5. Assessing Health and Safety-related COVID-19 Risk in the Stats Work Environment

Before Stats NZ makes any final decision to require that certain activities can be undertaken only by a vaccinated worker for health and safety reasons, the task (or where relevant, the role that undertakes it) will be risk assessed. Any risk assessment undertaken will consider:

- the likelihood of a worker being exposed to COVID-19 while performing the identified tasks;
- the potential consequences of that exposure for others; and
- any other matters that might be relevant to the particular work, including government guidance.

The risks associated with each role or task will be assessed on a preliminary basis, and reasonably practicable controls will be applied, relevant to the particular circumstances and risk level. Those could include (but are not limited to) the introduction of mandatory COVID-19 testing and/or a requirement for COVID-19 vaccination.

If it is subsequently decided that vaccination against COVID-19 is necessary to ensure health and safety, only fully vaccinated employees will be able to undertake the role or task from the date determined by Stats NZ.

This means employees undertaking these activities must be **fully vaccinated** against COVID-19, and they will remain fully vaccinated by having booster vaccines as they are made available. What constitutes “fully vaccinated” will be determined and advised by Stats NZ from time to time and will take account of public health and Government guidance at the time.

6. Requiring and Storing proof of Vaccination Status

Once a decision is made by Stats NZ that COVID-19 vaccination is a health and safety requirement for the performance of particular activity and/or a role by its incumbent, the employee concerned will be informed of the requirement for COVID-19 vaccination and asked for proof of their vaccination status.

Should an employee choose, in this situation, not to provide details of their vaccination status, Stats NZ will operate on the presumption that they are not **vaccinated**. This may include standing the employee down on pay while next steps are considered.

Stats NZ will collect and retain personal employee information about vaccination status and current infection status (through any introduction of rapid testing requirements) in accordance with the Privacy Act 2020. It may also be required to share that information with other agencies, individuals or organisations, should there be a clear legal requirement for that to occur or should that disclosure be necessary to enable an employee to access other premises and/or to come into contact with others for reasons relating to their employment.

The collection of this information is for a lawful and necessary purpose – to monitor compliance with this and other related policies, and if necessary, to make decisions about employees’ employment.

Information that is collected will be stored securely in the Stats NZ payroll system and only accessed by People Leaders and Corporate Services staff with appropriate business need. Employees are entitled to request access to, and correction of, any personal vaccination-related or COVID-19 testing-related information held by Stats NZ that is about and/or identifies them.

7. Employees who choose to remain unvaccinated

Employees who remain unvaccinated and who cannot return to normal duties due to a vaccination requirement, and/or cannot be redeployed by agreement to a substantially similar role (location, pay grade, hours of work), and/or who cannot agree any other alternative option with Stats NZ, is it likely that termination of employment will be proposed. Any decision to terminate employment will be on notice (or on payment in lieu of notice at Stats NZ's election). Should the employee commence and/or complete the vaccination process during any observed notice period, the termination process may be put on hold while the employee receives the relevant vaccine doses. Once fully vaccinated status is confirmed, notice of termination of employment may be withdrawn and the employee will then be able to return to their role and/or to their full duties and responsibilities.

For new employees who are required to carry out such tasks, they will be required to be and remain fully vaccinated against COVID-19 as a condition of employment and required to provide evidence of vaccination status prior to commencement and at any time during employment on request.

In time, rapid testing for COVID-19 may become a standard control option. Once this becomes available, and following consultation with employees, the Controls policy will be updated accordingly if rapid testing is to be applied.

8. Recognised COVID-19 Vaccinations

The accepted vaccinations will be the Pfizer COVID-19 vaccine and/or any other vaccination or booster vaccination that may subsequently be supported and approved by the Ministry of Health New Zealand. This means that type and vaccination frequency requirements or limits may change from time to time in accordance with relevant updates and guidelines from the Ministry of Health.

Questions and Answers

Outlined below are questions that you may have, and we have answered these based on the proposed draft COVID-19 Controls Policy.

1. Who do I talk to if I have underlying medical conditions and cannot have the vaccine?

If you believe you should receive an exemption from receiving the vaccine, you will need to consult your doctor in the first instance for medical advice on the vaccine.

If you are seeking or you have a temporary medical exemption (from the Director General of Health) Stats NZ will work with you to explore alternative ways of working to keep yourself and others safe.

2. Is this new policy legal consistent with Stats obligations as a good employer?

This policy has been developed on the back of our Risk Assessment COVID-19 Vaccinations taking into account our role as a good employer in protecting the safety of employees and considering New Zealand law. We are following advice from both Worksafe (re H&S) and MBIE (re obligations of employers).

3. Does this new policy infringe on my human rights and my right of choice?

Advice from the Human Rights Commission's is that "The Government measures to combat COVID-19 are extraordinary and place significant restrictions on New Zealanders' human rights. Even during a pandemic, everyone has human rights and freedoms under the New Zealand Bill of Rights Act and the Human Rights Act. However, there are times when limiting these rights and freedoms can be justified under section 5 of the New Zealand Bill of Rights Act".

Please follow this [link](#) to the New Zealand Human Rights website where you can find further information.

4. How can I prove that I have been vaccinated?

You will be required to provide satisfactory proof of your vaccination status in order to establish that you can perform your role or the activities safely.

It is likely that your My Vaccine Pass will be sufficient evidence that you are vaccinated

Stats NZ will update all staff regarding the internal process for providing proof of vaccination and we will continue to monitor and take the government's advice on how proof may be received. Stats NZ will provide all staff with support to ensure they are able to confirm their vaccination status.

5. Will I have to get a booster shot if they become available?

As vaccine booster shots become available and are encouraged or required by the government, the existing requirement for roles or activities to be performed by a fully vaccinated worker are likely to

be extended so that these roles or activities must be performed by workers who have received booster shots in line with government advice or requirements.

6. Will my vaccination information be stored in my personnel file?

Stats NZ will request information from employees regarding their vaccination status to assist in complying with its obligations under the HSWA and so it can respond appropriately to the risks COVID-19 brings to the workplace, including to assess whether staff can be safely deployed. If a staff member chooses not to advise Stats NZ of their vaccination status, Stats NZ may assume that they are not vaccinated.

Where Stats NZ seeks or retains information regarding staff member's vaccination status, it will deal with this information in accordance with the Privacy Act 2020, including by keeping this information secure within Stats NZ payroll system and only accessed by leaders and Corporate Services employees with there is an appropriate business need. Employees are entitled to request access to, and correction of, any personal vaccination-related or COVID-19 testing-related information held by Stats NZ that is about and/or identifies them.

7. Will new staff members in relevant roles have to be vaccinated?

New employees who are undertaking these activities will be required to provide evidence of vaccination for COVID-19 as a condition of employment and a qualification for employment. Stats NZ considers it necessary that relevant roles are filled by workers who are vaccinated for health and safety reasons.

8. What happens if I am not vaccinated or have not confirmed my vaccination status by the date Stats indicates you must be vaccinated to attend the office or events?

Once this consultation period has concluded and the decisions have been published, depending on the outcomes, we will set out a date that employees must be fully vaccinated to attend the offices and indoor/outdoor events. We expect to communicate the final decision in mid-February and that the date that Stats employees must be fully vaccinated to enter Stats offices at any location is likely to be 1 March 2022.

Employees who are not vaccinated or have not provided proof of vaccination at this date will be required to work from home. We will then work with these employees on a case-by-case basis to understand the impact it has on them and Stats NZ. Depending on the employee's role and the nature of the role and the work undertaken Stats will work with the employee to understand whether there is the ability for them to work from home to meet the requirements of their role. It is likely that there will be some roles that are unable to work from home 100% of the time given their responsibilities, for example, roles that have people leader responsibilities or have tasks in their role that require them to meet in person with other employees or external parties. For these types of roles Stats will look at whether there are alternative redeployment options such as a change in duties or redeployment for an employee.

In good faith, we will ensure that employees have opportunities to respond to any changes in their employment and Stats will take into account any feedback before making a final decision on an

employee's employment. Stats NZ's priority is to retain people and accommodate them where we can. If we are unable to find a solution with an employee, we may need to consider termination of employment. This would only be considered after a fair consultation process and other options had been exhausted.

9. If I decided not to get vaccinated and my employment was terminated, would I get redundancy?

No, redundancy is not available in this context. Any decision to terminate employment will be on notice (or on payment in lieu of notice at Stats NZ election).

10. Will my vaccination status be made public to others?

As a part of this consultation, we will be asking employees to declare their vaccination status to assist us in complying with our health and safety obligations. We will not be actively sharing individual staff members' personal information publicly nor if asked by members of the public. Individuals are still free to choose to mention their vaccination status with others if they so wish. However, anyone with knowledge of our policies will be able to assume correctly that staff performing certain roles and/or working in certain locations are vaccinated.

11. Have the PSA and PSC been consulted on this?

The Public Service Commission (PSC) has provided [regular guidance and direction on COVID-19 Vaccination](#) and Stats NZ is taking steps based on this.

The Public Service Association (PSA) [support vaccination](#) and we will be working through delegates to consult on this policy and risk assessment.

12. I'm still hesitant about getting the vaccination. Who can I talk to or where can I go for factual information?

We recommend you visit the [Ministry of Health's COVID-19 vaccine website](#) where they offer reliable data and information on the vaccine and its safety. We also recommend you raise your concerns with your GP who can help you address your concerns.

13. I have been on leave and missed the consultation period, how can I have my say?

The consultation pack sets out key dates. A decision is not due to be announced until 11 February. If you have missed the consultation period, please speak to your People Leader as soon as possible.

14. I sometimes work in the field but normally in an office, do I need to be vaccinated?

Yes, anyone who works with Field Collections and Census is required to be fully vaccinated to undertake duties in the field. This policy is in place now.

15. Why has Stats NZ not spoken to Staff earlier about vaccination status in the workplace?

We have been focusing on those staff who work most closely with the public (Field Collections and Census) to ensure their safety and are now turning our attention to the rest of the Stats team to ensure the safety of all our staff.

RELEASED UNDER THE OFFICIAL INFORMATION ACT

Draft Risk Assessment Summary

This risk assessment is based on work activities undertaken by Stats NZ office based employees that may present a higher transmission and/or contraction of COVID-19.

We aim to minimise the exposure of a Stats NZ worker to COVID-19 and reduce potential wider transmission throughout the organisation.

Risk Assessment Methodology

We use the below risk matrix with definitions that explain likelihood and severity. A rating is given based on the association of likelihood and severity.

		Consequence					
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5	
Likelihood	The risk consequence will occur in most circumstances. 80-100% expectation in the next 12 months	Almost Certain 5	Medium 5	High 10	High 15	Very High 20	Very High 25
	The risk consequence will probably occur. 50-80% expectation in the next 12 months	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	The risk consequence is likely to occur. 30-50 % expectation in the next 12 months	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	The risk consequence may occur at some time. 5-30% expectation in the next 12 months	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	The risk consequence will only be realized in exceptional circumstances	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5
Definitions		Management oversight might be required to ensure day to day, routine operations are not disrupted.	Management oversight would be required to ensure effectiveness and efficiency is maintained. Changes to operating procedures may need to be considered	Management effort would be required to prevent the situation from intensifying. Changes to operating procedures would be required.	Significant senior management attention would be required to recover from the risk event.	Would require extensive senior management attention and diversion of resources to recover from the risk event.	

Definition of frequent activity “something that happens often or keeps happening”.

Tasks within **office roles** have been categorised into five “**risk contexts**”. Each context requires a separate risk assessment.

- Frequent contact with customers, visitors or contractors at Stats NZ offices**
Risk Context: Stats NZ workers in close proximity to unknown contacts, external to the organisation, in the office environment.
- Attending indoor events (i.e. community events, external meetings, training, conferences)**
Risk Context: Workers that are required to attend indoor events as part of their frequent work duties. There is potential to be exposed to multiple contacts. There are challenges in maintaining distance and natural ventilation is limited.
- Attending outdoor events (i.e. community engagement, community events)**
Risk Context: Workers that are required to attend regular outdoor events as part of their frequent work activities. There is potential to be exposed to multiple contacts however distancing and natural ventilation is achievable.

4. **Frequent visits to multiple stats offices (Wellington, Christchurch, Auckland)**

Risk context: Workers that have frequent regional travel requirements and use public transport and overnight accommodation. Unknown contacts could result in transmission between the Stats NZ Offices and into the wider community.

5. **Work at a Stats NZ Offices in close contact with other workers (Wellington, Christchurch, Auckland)**

Risk context: Vulnerable (health compromised, unvaccinated, aged) Stats NZ workers working in the office environment have a higher tendency to be infected with COVID-19 (Ministry of Health).

For each risk assessment, we firstly assess risk without any controls in place. This is called assessing **inherent risk**. Secondly, we assess risk with controls in place. This is called assessing **residual risk**.

If the residual risk rating is still high after controls are put in place, we cannot responsibly conduct these activities, so we must consider more controls to reduce the risk.

In all five risk assessments, the vaccination proposes a significant control to reduce the risk of transmission. We rely on the integrity of the information supplied by the Ministry of Health (MOH) for the decision making. We are obligated to follow the guidelines and information provided to us by the MOH.

Five Risk Contexts

1. **Frequent contact with customers, visitors and contractors at Stats NZ offices**

Risk Context: Workers in close proximity to unknown contacts, external to the organisation, in the office environment.

Inherent risk (before controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: severe

By definition, the consequence “would require extensive senior management attention and diversion of resources to recover from the risk event.”

This is based on the assumption that:

- Workers can become infected by external persons and spread the virus to other Stats NZ workers or into the wider community.
- The Delta variant has a more severe impact on an individual’s health.
- The vulnerability of possible contacts could be unknown.

Likelihood: likely

By definition, the risk consequence “will probably occur with 50-80% expectation in the next 12 months”.

This is based on the assumption that:

- Delta has a significant viral load that expedites transmission of Covid 19.
- Interactions are brief but they are frequent.
- The reception environment is under Stats NZ control and has existing visitor management in place. These contain and manage visitor traffic.

As a result, the risk rating of Very High 20

Very high 20

Residual risk (after controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE moves to MAJOR

The Ministry of Health advises that vaccination reduces the impact on personal health for those that are vaccinated and reduces transmission rates, which could impact the wider community.

By definition, “significant senior management attention would be required to recover from the risk event”.

Likelihood: LIKELY moves to UNLIKELY

After the below controls are put in place:

- Masks
- Hygiene Practices
- Distancing
- QR codes
- Monitoring of controls
- Vaccination
- Signage
- Traffic Light Framework
- Covid 19 Stats NZ Protection Framework

By definition, “the risk consequence may occur at some time with a 5-30% expectation in the next 12 months”.

The residual risk rating is Medium 8

Medium 8

2. **Attending indoor community events**

Risk Context: Workers that are required to attend indoor events as part of their frequent work duties. There is potential to be exposed to multiple contacts. There are challenges in maintaining distance and natural ventilation is limited.

Inherent risk rating (before controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: severe

By definition, the consequence “would require extensive senior management attention and diversion of resources to recover from the risk event.”

This is based on the assumption that:

- Workers can become infected by external persons and spread the virus to other Stats NZ workers or into the wider community.
- The Delta variant has a more severe impact on an individual’s health.
- The vulnerability of possible contacts could be unknown.

Likelihood: almost certain

By definition, the risk consequence “will occur in most circumstances with 80%-100% expectation in the next 12 months”.

This is based on the assumption that:

- Indoor environment that generates high number of possible primary and secondary contacts in proximity.
- There are limitations to natural ventilation.
- If a worker attends frequent external events, as a work activity, it increases the potential to be exposed to the virus.
- The vaccination status of possible contacts could be unknown.

The inherent risk rating is Very High 25

Very High 25

Residual risk (after controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE moves to MAJOR

The Ministry of Health advises that vaccination reduces the impact on personal health for those that are vaccinated and reduces transmission rates, which could impact the wider community.

By definition, "significant senior management attention would be required to recover from the risk event".

Likelihood: ALMOST CERTAIN moves to UNLIKELY

After the below controls are put in place:

- Hygiene practices
- Masks
- QR codes
- Distancing
- Vaccination
- Covid rules of the event venue
- Traffic Light Framework

By definition, "the risk consequence may occur at some time with a 5-30% expectation in the next 12 months"

The residual risk rating is Medium 8

Medium 8

3. Attending outdoor community events

Risk Context: Workers that are required to attend outdoor events as part of their frequent work activities. There is potential to be exposed to multiple contacts however distancing and natural ventilation is achievable.

Inherent risk (before controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE

By definition, the consequence “would require extensive senior management attention and diversion of resources to recover from the risk event.”

This is based on the assumption that:

- Workers can become infected by external persons and spread the virus to other Stats NZ workers or into the wider community.
- The Delta variant has a more severe impact on an individual’s health.
- The vulnerability of contacts could be unknown

Likelihood: POSSIBLE

By definition, the risk consequence “is likely to occur with a 30-50% expectation in the next 12 months”

This is based on the assumption that:

- Delta has a significant viral load that expedites transmission of Covid 19.
- Potential opportunities for transmission if in close proximity.
- The vaccination status could be unknown.

The inherent risk is rated at High 15

High 15

Residual risk (after controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE moves to MAJOR

The Ministry of Health advises that vaccination reduces the impact on personal health for those that are vaccinated and reduces transmission rates, which could impact the wider community.

By definition, “significant senior management attention would be required to recover from the risk event”.

Likelihood: POSSIBLE moves to RARE

After the below controls are put in place:

- Masks
- Hygiene Practices
- Distancing when applicable
- Vaccination
- Covid rules of the event venue
- Traffic Light Framework
- QR codes

Outdoor events have the extra natural line of defence which is natural ventilation.

By definition, the risk consequence will only be realized in exceptional circumstances.

This results in a residual risk rating of Low 4



4. Frequent visits to multiple Stats NZ offices (Wellington, Christchurch, Auckland)

Risk context: Workers that have frequent regional travel requirements and use public transport and overnight accommodation. Unknown contacts could result in transmission between the Stats NZ Offices and into the wider community.

Inherent risk (before controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE

By definition, the consequence “would require extensive senior management attention and diversion of resources to recover from the risk event.”

This is based on the assumption that:

- Workers can become infected by unknown contacts via travel and accommodation and spread virus to Stats NZ workers from other regions.

- The Delta variant has a more severe impact on an individual’s health.

Likelihood: almost certain

By definition, “the event of transmission will probably occur with 80%-100% expectation in the next 12 months”.

This is based on the assumption that:

- Frequent movement between regions increases the likelihood of wider transmission organisationally and in the wider community.
- Physical distancing is difficult on route.
- Length of time of travel.
- Delta has a significant viral load that expedites transmission of Covid 19.
- Using accommodation that is frequented by many unknown contacts.

The inherent risk rating is Very High 25

Very High 25

Residual risk (after controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE moves to MAJOR.

The Ministry of Health advises that vaccination reduces the impact on personal health for those that are vaccinated and reduces transmission rates which would impact the wider community.

By definition, “significant senior management attention would be required to recover from the risk event”.

Likelihood: ALMOST CERTAIN moves to UNLIKELY

After the below controls are put in place:

- Masks
- Hygiene Practices
- Distancing when applicable
- Vaccination
- Follow Covid 19 procedures of public transport and accommodation venues
- Traffic Light Framework
- QR codes
- Covid 19 Stats NZ protection framework

- Organisational travel restrictions and approval

By definition, the risk consequence may occur at some time with a 5-30% expectation in the next 12 months”.

The residual risk rating is **MEDIUM 8**

Medium 8

5. Work at a Stats NZ Offices in close contact with other workers (Wellington, Christchurch, Auckland)

Risk context: Vulnerable (health compromised, unvaccinated, aged) Stats NZ workers working in the office environment have a higher tendency to be infected with COVID 19 (MOH).

Inherent risk (before controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE

By definition, the consequence “Would require extensive senior management attention and diversion of resources to recover from the risk event.”

This is based on the assumption that:

- Vulnerable persons are more likely to develop severe reactions to COVID 19 infection.
- Vulnerable persons could include staff that are aged, have health conditions, or unvaccinated.
- The Delta variant has a more severe impact on an individual’s health.

Likelihood: LIKELY

By definition, “the event of transmission will probably occur with 50%-80% expectation in the next 12 months”.

This is based on the assumption that:

- Indoor environment generates high number of possible contacts in close proximity.
- There are limitations to natural ventilation
- Shared workspaces and surfaces.
- Delta has a significant viral load that expedites transmission of Covid 19.
- Unvaccinated are considered more prone to transmission

The inherent risk rating is **Very High 20**

Very High 20

Residual risk (after controls)

		Consequence				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Severe 5
Likelihood	Almost Certain 5	Medium 5	High 10	High 15	Very High 25	Very High 25
	Likely 4	Low 4	Medium 8	High 12	High 16	Very High 20
	Possible 3	Low 3	Medium 6	Medium 9	High 12	High 15
	Unlikely 2	Very Low 2	Low 4	Medium 6	Medium 8	High 10
	Rare 1	Very Low 1	Very Low 2	Low 3	Low 4	Medium 5

Consequence: SEVERE moves to MAJOR.

The Ministry of Health advises that vaccination reduces the impact on personal health for those that are vaccinated and reduces transmission rates which would impact the wider community.

By definition, "significant senior management attention would be required to recover from the risk event".

Likelihood: LIKELY moves to UNLIKELY

After the below controls are put in place:

- Masks
- Hygiene Practices
- Distancing
- Vaccination
- Stats NZ Covid 19 Protection Framework
- Traffic Light Framework
- QR codes
- Flexible working policies

By definition, the risk consequence may occur at some time with a 5-30% expectation in the next 12 months".

The residual risk rating is MEDIUM 8

Medium 8

Recommendations:

Based on the MOH assurance and guidance, the risk assessment indicates that staff in these roles that conduct these activities, will have greater protection if vaccinated.

This risk controls are subjected to regular review.

References:

Public Service Workforce Guidance for the Covid 19 Protection framework

<https://www.publicservice.govt.nz/assets/SSC-Site-Assets/Workforce-and-Talent-Management/Public-Service-workforce-guidance-for-the-COVID-19-Protection-Framework.pdf>

Beehive: Press release from Hon Michael Wood, Govt back business to vaccinate workforces.

<https://www.beehive.govt.nz/release/govt-backs-business-vaccinate-workforces>

Business Leaders Health and Safety Forum guidance

[Vaccination Policy Guidance](#)

Government Health & Safety Lead

<https://www.healthandsafety.govt.nz/news-and-events/news/covid-19-novel-coronavirus-agency-guidance/>

MBIE guidance

[Vaccines and the workplace » Employment New Zealand](#)

Te Kawa Mataaho (The Public Service Commission) guidance

[Vaccination Roll-Out Guidance](#)

WorkSafe NZ: How to decide what work requires a vaccinated employee and WorkSafe's enforcement approach. Updated 27 October 2021

<https://www.worksafe.govt.nz/managing-health-and-safety/novel-coronavirus-covid/how-to-decide-what-work-requires-a-vaccinated-employee/>