



COVID-19 update

The health and safety of staff and clients is our top priority

Sunday 2 January 2022

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Dear Colleagues

I hope you have had the opportunity to relax and enjoy the Festive Season with family and friends.

I acknowledge and thank colleagues who have delivered services during the last week – we have been open every day (except Christmas Day, Boxing Day and New Year's Day). Thank you for continuing to ensure that our services are available.

Several new directions have been issued in the last week and they impact our workplace and service delivery.

Face masks

From 1am Sunday 2 January 2022, [masks must be worn indoors everywhere in Queensland](#), except in your own home or accommodation, and where it is unsafe, such as while doing strenuous exercise.

- Masks must be worn at **indoor workplaces** such as offices unless it is unsafe to do so or you are sitting at a workplace or standing at a workstation and can maintain physical distance from other persons
- Masks must be worn at all times in retail settings, e.g. Library Shop
- Masks must be worn at all times in hospitality venues except when seated, e.g. Library Café and The Brink.

Work from home arrangements

All Queensland workplaces can play a significant role in slowing the spread of the COVID-19 Omicron variant by managing workforce arrangements, while ensuring that our frontline services continue to be delivered to support Queenslanders.

All Queensland Government agencies have reviewed their business continuity plans and accordingly, from 4 January 2022, the use of work from home arrangements will be expanded to reduce the number of **non-frontline workers in indoor work environments where possible and practical**. This will help slow transmission and minimise the risk of disruption to service delivery.

This means for those of you that can, you should consider working from home between 4-7 January 2022. Noting that Queensland is NOT in lockdown, we will continue to deliver services onsite.

If you are rostered to deliver frontline services 4-7 January 2022 you should report for duty as per your roster.

If you are working onsite during 4-7 January 2022 you must observe and model the COVID safe practices in place at our workplaces so that you keep yourself and others safe. These include:

- Wearing a mask – when it is mandatory to do so and when you cannot physically distance
- Getting tested and staying home when sick – if unwell, even with only very mild symptoms, it's extremely important to get tested and stay at home until you get the results
- Using the Check in Qld app
- Keeping your distance – be careful to minimise exposure at work, home and play
- Practicing good hand hygiene

These arrangements will continue to be reviewed in accordance with any updated health advice. We will keep you informed of any changes over the coming weeks.

First steps to take if you have COVID-19

With recent changes to health directions it is also important that you are aware of the [first steps to take if you have COVID-19](#):

1. Isolate – and tell your household to be tested.
2. Help Queensland health assess your situation – complete the survey when contacted.
3. Tell people you have been in contact with to get tested.
4. Get the things you need, enough to last 7 days – if you can't get family or friends to help you, contact the Community Recovery Hotline on 1800 173 349.
5. Look after yourself and keep a symptom diary – most people will have mild symptoms but if your symptoms get worse [take action](#).

Vaccination remains the most effective way of protecting you, your family and colleagues from COVID-19. Now is the time for any of you who are not fully vaccinated and can receive the vaccination, or for those eligible to receive a booster, to [book an appointment](#).

Please remember you can update your COVID-19 vaccination status information via completion of the online form in [Aurion ESS](#) if you've received your booster.

ICT support if remote working

You can log your requests via email to ict@slq.qld.gov.au (preferred for non-urgent requests). Please remember to include your mobile number so the team can call you back if required. If your request is **urgent**, please note it in the subject field.

The ICT Service Desk phone (x9292) will also be available from 8am Tuesday 4 January 2022.

If you shut down your computer when you last left the office, you will not be able to use Remote Desktop to remote into your PC at work and access your specialist applications. However you can always use RD Web to access the O:\Drive and other standard applications (including Aurion) — check this [ICT How To guide](#) for more information.

Contacting remote working teams

During 4-7 January 2022, please contact these teams via their dedicated email channels wherever possible:

People and Culture	peopleandculture@slq.qld.gov.au
Facilities	facilities@slq.qld.gov.au
Finance	finance@slq.qld.gov.au
ICT	ict@slq.qld.gov.au
Office of the State Librarian	OSL@slq.qld.gov.au
Marketing and Communications	Marketing@slq.qld.gov.au

Mandatory disclosure of vaccination status

For colleagues who have been on leave in December 2021, please check in with your People Leader or People and Culture, **before attending the South Bank or Anzac Square Memorial Galleries** sites as public health directions were introduced during this period that mean you are not permitted to enter either of these sites unless you meet specific **vaccination entry requirements**. You will need to provide evidence of being fully vaccinated before entering these sites.

Staff who did not meet mandatory vaccination entry requirements as at 17 December 2021

Arrangements made in late December 2021 remain unchanged for employees who did not meet the mandatory vaccination entry requirements for South Bank and Anzac Square Memorial Galleries sites required under the [Public Health and Social Measures Linked to Vaccination Status Direction](#).

Support is available

Don't hesitate to access the services available through [Benestar EAS](#) if you're having trouble managing anxiety or stress (or for any reason). You can also reach out to the [Peer Support Network](#) if you need it.

We thank you for your continued support and cooperation as we work together to keep our workplaces safe and to deliver services to the people of Queensland.

Stay safe!

Regards, Vicki