



# COVIDSafe Event Plan

## Victorian Caravan, Camping & Touring Supershow

Wednesday 6 April till Sunday 10 April, 2022

Melbourne Showgrounds

March 2022

## Section 1: Key event information

### Contact information

<b>Registered company / business name</b>	The Caravan Trade & Industries Association of Victoria
<b>Trading company / business name</b>	Caravan Industry Victoria
<b>Business address</b>	8/88 Dynon Rd, West Melbourne VIC 3003
<b>ABN</b>	67 413 472 774
<b>Event organiser contact details (name, title, phone number &amp; email)</b>	Rob Lucas Chief Executive Officer
<b>COVIDSafe coordinator contact details (name, title, phone number &amp; email). This contact will be responsible for monitoring public health directions.</b>	Tessa Hannett Event Manager 0481 191 776 thannett@caravanindustryvictoria.com.au
<b>Primary contact tracing contact details (name, title, phone number &amp; email)</b>	Tessa Hannett Event Manager 0481 191 776 thannett@caravanindustryvictoria.com.au
<b>Secondary contact tracing contact details (name, title, phone number &amp; email)</b>	Caroline Wilson Events Administrator 0435 442 276 events@caravanindustryvictoria.com.au

### Event details

Provide the relevant event details below:

<b>Event name</b>	2022 Caravan, Camping & Touring Supershow
<b>Event location and address</b>	Melbourne Showgrounds Heinz St, Ascot VIC 3551
<b>Date(s) of event</b>	Wednesday 6 April 2022 Thursday 7 April 2022 Friday 8 April 2022 Saturday 9 April 2022 Sunday 10 April 2022

<b>Key decision date(s)</b>	Tuesday 1 February 2022
<b>Duration of the event</b>	<p>Wednesday 6 April 2022: 9:30am to 5:00pm</p> <p>Thursday 7 April 2022: 9:30am to 5:00pm</p> <p>Friday 8 April 2022: 9:30am to 6:00pm</p> <p>Saturday 9 April 2022: 9:30am to 6:00pm</p> <p>Sunday 10 April 2022: 9:30am to 5:00pm</p>
<b>Event description</b>	<p>The Victorian Caravan, Camping &amp; Touring Supershow showcases products and exhibitors from the caravan and camping industry. Products include tent and camper trailers, caravans, motorhomes, slide ons, fifth wheelers, caravan and camping accessories including all those pots, pans, generators, bikes, 4x4 accessories and the like to expand your caravan and camping adventure, tow vehicles and components for consumer tow vehicles, holiday destinations with caravan parks and travel destinations on show, plus anything else related and sometimes not related to having the perfect caravan and camping holiday.</p>
<b>Timing of key event activities</b>	<p>Event Times</p> <p>Wednesday 6 April 2022: 9:30am to 5:00pm</p> <p>Thursday 7 April 2022: 9:30am to 5:00pm</p> <p>Friday 8 April 2022: 9:30am to 6:00pm</p> <p>Saturday 9 April 2022: 9:30am to 6:00pm</p> <p>Sunday 10 April 2022: 9:30am to 5:00pm</p> <p>No other scheduled activities/entertainment during the above mentioned days.</p>
<b>Ticketing</b>	<p>The Victorian Caravan, Camping &amp; Touring Super Show will be a ticketed event with tickets available online ONLY. We will refund any ticket holders who are unable to attend if they are displaying symptoms for COVID-19, have been identified as a close contact, been to an exposure site or travelled through a hot spot.</p> <p>All people attending need to be fully vaccinated to enter the event.</p>
<b>Event setting (seated/free-standing/roaming/mixed)</b>	<p>The Victorian Caravan, Camping &amp; Touring Supershow is an outdoor adventure lifestyle event. The show operates similar to a market with exhibitor stands that are managed by our exhibitors. The majority of the event is purely outside with only 40% indoors. These indoor spaces are large spacious warehouses with large roller doors and air vents throughout.</p>
<b>Liquor license type, number, capacity, and service of alcohol.</b>	N/A
<b>Event website</b>	<a href="http://www.caravanshow.com.au">www.caravanshow.com.au</a>
<b>Experience arranging a COVIDSafe event</b>	<p>The Caravan Trade &amp; Industries Association of Victoria successfully and safely conducted the 2021 Victorian Caravan, Camping &amp; Touring Supershow at Sandown Racecourse held on 13-16 May 2021. A total of 37,497 patrons over the 4 days with a cap of 7,800 at any given time and 12,000 max. We have also collaborated with our counterparts</p>



	(other state associations) who have conducted COVIDSafe events to develop a nationwide COVIDSafe Event Plan for caravan and camping shows.
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#### Attendance and tiers

Provide details of the event attendees and event tier:

<b>Maximum event attendee capacity</b>	33,750 total venue capacity at any one time based on 4sqm 67,500 total venue capacity at any one time based on 2sqm Total 135,000m <sup>2</sup>																		
<b>Requested maximum number of attendees at the event</b>	<table> <tr><td>Wednesday 6 April</td><td>6,500</td></tr> <tr><td>Thursday 7 April</td><td>6,500</td></tr> <tr><td>Friday 8 April</td><td>10,000</td></tr> <tr><td>Saturday 9 April</td><td>18,500</td></tr> <tr><td>Sunday 10 April</td><td>18,500</td></tr> </table>	Wednesday 6 April	6,500	Thursday 7 April	6,500	Friday 8 April	10,000	Saturday 9 April	18,500	Sunday 10 April	18,500								
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<b>Total expected attendees</b>	60,000 over five days																		
<b>Expected peak attendees</b>	<table> <tr><td>Wednesday 6 April</td><td>5,000</td></tr> <tr><td>Thursday 7 April</td><td>5,000</td></tr> <tr><td>Friday 8 April</td><td>6,000</td></tr> <tr><td>Saturday 9 April</td><td>14,000</td></tr> <tr><td>Sunday 10 April</td><td>14,000</td></tr> </table> <p>Estimates taken for previous show data at approx. 11:30am each day.</p>	Wednesday 6 April	5,000	Thursday 7 April	5,000	Friday 8 April	6,000	Saturday 9 April	14,000	Sunday 10 April	14,000								
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<b>Attendee demographic</b>	<p>28% - under 29 35% - 30 – 49 47% - 50+</p> <p>44% Female, 54% Male, 2% not disclosed</p>																		
<b>Attendance number from previous years if the event has been held previously</b>	<p>2020 Attendance at Melbourne Showgrounds (in 2022 we will be returning to Melbourne Showgrounds)</p> <table> <tr><td>Thursday 20 February, 2020</td><td>4,878</td></tr> <tr><td>Friday 21 February, 2020</td><td>6,838</td></tr> <tr><td>Saturday 22 February, 2020</td><td>16,894</td></tr> <tr><td>Sunday 23 February, 2020</td><td>12,935</td></tr> <tr><td>Monday 24 February, 2020</td><td>4,181</td></tr> </table> <p>2021 Attendance at Sandown Racecourse (held here due to COVID restrictions and only 4 days)</p> <table> <tr><td>Thursday 13 May, 2021</td><td>6981</td></tr> <tr><td>Friday 14 May, 2021</td><td>8073</td></tr> <tr><td>Saturday 15 May, 2021</td><td>11095</td></tr> <tr><td>Sunday 16 May, 2021</td><td>11348</td></tr> </table>	Thursday 20 February, 2020	4,878	Friday 21 February, 2020	6,838	Saturday 22 February, 2020	16,894	Sunday 23 February, 2020	12,935	Monday 24 February, 2020	4,181	Thursday 13 May, 2021	6981	Friday 14 May, 2021	8073	Saturday 15 May, 2021	11095	Sunday 16 May, 2021	11348
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<b>Event tier - Tier 1 or Tier 2 See <a href="#">self-assessment tool</a>)</b>	Tier 1																		

### Event site details

Provide the relevant details for the event site/s below:

Venue name	Melbourne Show Grounds		
Venue contact details (name, title, phone number & email)	James Gilham Sales Manager 0403 657 624 james@melbourneshowgrounds.com		
Event site size (in square metres)	135,000m <sup>2</sup>		
Event publicly accessible area size (in square metres)	135,000m <sup>2</sup>		
Physical restrictions for site entry	The Melbourne Show Grounds is a fully enclosed site with clear barriers. No members of the public without a valid ticket can enter the Victorian Caravan, Camping & Touring Supershow parameters.		
Break down of room / area (in square metres) and capacity	Building 1:	10,000m <sup>2</sup>	5,000 pax (2m <sup>2</sup> )
	Building 7 (Grand Pavillion):	8,000m <sup>2</sup>	4,000 pax (2m <sup>2</sup> )
	Building 8:	2,000m <sup>2</sup>	1,000 pax (2m <sup>2</sup> )
	Building 13:	1,900m <sup>2</sup>	950 pax (2m <sup>2</sup> )
	Victoria pavilion:	1,950m <sup>2</sup>	950 pax (2m <sup>2</sup> )
	Town Square (Outdoor):	17,900m <sup>2</sup>	8,950 pax (2m <sup>2</sup> )
	Camp Ground (Outdoor):	8,300m <sup>2</sup>	4,150 pax (2m <sup>2</sup> )
	Precinct 6: (Undercover open air sheds)	7,700m <sup>2</sup>	3,850 pax (2m <sup>2</sup> )

### Event personnel details

Provide the relevant details of your event personnel for the duration of your event below:

<b>Event worker numbers (excluding vendors, sub-contractors, volunteers)</b>	Max 15 per day
<b>Event vendors and sub-contractors</b>	Exhibitors: 1500 Venue staff catering, security, cleaning, food vendors: 300 Other Staffing i.e. casuals - 60
<b>Event volunteer numbers</b>	Max 20 per day, could be as low as 10 volunteers per day.

<b>Event COVID Marshal numbers &amp; ratios</b>	<p>We recommend each of the Exhibitors at the Victorian Caravan, Camping &amp; Touring Supershow will be appoint a Covid Marshal for their space.</p> <p>In addition Covid Marshalls will be at the each entry gate and roaming the event space per day.</p> <p>Ratio: 1:60 based on full capacity of 15,000 – this is with all exhibitors having COVID Marshalls.</p> <p>As COVID Marshall rules have been modified (removed) in February 2022, we will have COVID Marshalls at each gate and roaming each day.</p> <p>COVID Marshals will be visible and easily identifiable, and appropriately trained.</p>																					
<b>Event Security numbers &amp; ratios</b>	<p>A minimum of 20 security staff per day, this will increase to 34 if we need to cap numbers within exhibition buildings due to density quota requirements.</p> <p>Our event is low risk with mostly families and retirees attending.</p> <p>Ratio based on expected peak attendances:</p> <table><tr><td>Wednesday &amp; Thursday: 5,000</td><td>1/250</td></tr><tr><td>Friday: 6,000</td><td>1/300</td></tr><tr><td>Saturday &amp; Sunday: 14,000</td><td>1/700</td></tr></table>	Wednesday & Thursday: 5,000	1/250	Friday: 6,000	1/300	Saturday & Sunday: 14,000	1/700															
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<b>Event / venue workers key roles and responsibilities</b>	<table><tr><th>Name</th><th>Role</th><th>Responsible</th></tr><tr><td>Rob Lucas</td><td>Carvan Industry Victoria CEO</td><td><ul style="list-style-type: none"><li>OH&amp;S</li></ul></td></tr><tr><td>Daniel Sahlberg</td><td>Caravan Industry Victoria General Manager</td><td><ul style="list-style-type: none"><li>OH&amp;S</li><li>Event Operations</li></ul></td></tr><tr><td>Shamim Ahmed</td><td>Caravan Industry Victoria Finance Manager</td><td><ul style="list-style-type: none"><li>Manager of accounts and finances for event</li></ul></td></tr><tr><td>Tessa Hannett</td><td>Caravan Industry Victoria Event Manager</td><td><ul style="list-style-type: none"><li>Manager of the event</li><li>OH&amp;S/Covid Compliance</li><li>Event Staff</li><li>Event logistics</li><li>Exhibitors</li><li>Contractors</li></ul></td></tr><tr><td>Caroline Wilson</td><td>Caravan Industry Victoria Event Adminsitrator</td><td><ul style="list-style-type: none"><li>OH&amp;S/Covid Compliance</li><li>Event Staff</li><li>Event logistics</li><li>Exhibitors</li><li>Contractors</li></ul></td></tr><tr><td>Jacinta Gaudencio</td><td>Caravan Industry Victoria Marketing Manager</td><td><ul style="list-style-type: none"><li>Management of marketing at events</li></ul></td></tr></table>	Name	Role	Responsible	Rob Lucas	Carvan Industry Victoria CEO	<ul style="list-style-type: none"><li>OH&amp;S</li></ul>	Daniel Sahlberg	Caravan Industry Victoria General Manager	<ul style="list-style-type: none"><li>OH&amp;S</li><li>Event Operations</li></ul>	Shamim Ahmed	Caravan Industry Victoria Finance Manager	<ul style="list-style-type: none"><li>Manager of accounts and finances for event</li></ul>	Tessa Hannett	Caravan Industry Victoria Event Manager	<ul style="list-style-type: none"><li>Manager of the event</li><li>OH&amp;S/Covid Compliance</li><li>Event Staff</li><li>Event logistics</li><li>Exhibitors</li><li>Contractors</li></ul>	Caroline Wilson	Caravan Industry Victoria Event Adminsitrator	<ul style="list-style-type: none"><li>OH&amp;S/Covid Compliance</li><li>Event Staff</li><li>Event logistics</li><li>Exhibitors</li><li>Contractors</li></ul>	Jacinta Gaudencio	Caravan Industry Victoria Marketing Manager	<ul style="list-style-type: none"><li>Management of marketing at events</li></ul>
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	David Wrobel	Colbrow Medics/First Aid	<ul style="list-style-type: none"> <li>First aid/Monitoring of Covid symptoms and isolation facilities.</li> </ul>
	James Gilham	Melbourne Showgrounds	<ul style="list-style-type: none"> <li>Venue management</li> <li>Food vendors &amp; catering outlets</li> <li>Management of cleaning and security contractors.</li> <li>Management of emergency and evacuation processes.</li> </ul>
	Seth Clancy	Oztix event Ticketing Commercial Director	<ul style="list-style-type: none"> <li>Management and operation of the tickets and access to the venue for attendees, contractors, staff and volunteers.</li> </ul>
<b>Conditions of entry</b>	<ul style="list-style-type: none"> <li>This is a ticketed event and only valid ticket (purchased online ONLY) holders will be allowed to enter.</li> <li>Online tickets will have to scanned upon entry and again when exiting the gates. This will give us an accurate account of the time spend at the Victorian Caravan, Camping &amp; Touring Supershow and will assist with contact tracing purposes.</li> <li>Persons who enter must comply with all Victorian Government and Caravan Industry Victoria (show organiser's) COVID-19 safety requirements including any declarations in regards COVID-19 symptoms.</li> <li>It is recommended that patrons Check-In to the event via the QR Code (Vic Gov App).             <ul style="list-style-type: none"> <li>Patrons over 18 show evidence of their vaccination status or a valid medical exemption.</li> </ul> </li> <li>Persons must adhere to CovidSafe requirements:             <ul style="list-style-type: none"> <li>Follow directional signage, practice physical distancing, stay home if feeling unwell, been in a Covid Hot spot etc.</li> <li>Was hands with soap and use sanitiser regularly.</li> <li>And any other requirements specified in the terms and conditions of entry and ticketing terms and conditions</li> </ul> </li> <li>Caravan Industry Victoria (show orgainser) reserves the right, with reasonable cause, to refuse entry, remove or evict any person from the venue, who may be showing symptoms of COVID-19, or have been provided information that this person has been a close contact.</li> </ul>		

## Section 2: Explanation of event public health risk controls

### General governance

Timing	Plans / actions	Responsible
<b>Before</b>	<p>Communicate key public health messages and advice to stay at home if unwell, with patrons, contractors, casual workers and staff via the following methods:</p> <p>Websites and social media for the venue, event, and ticketing company.</p> <ul style="list-style-type: none"> <li>Online ticket provider's website linking to conditions of entry for COVID-19.</li> <li>CovidSafe briefings/updates/induction training with all stakeholders prior to event.</li> <li>Exhibitor Zoom meet-ups to go over exhibitors' CovidSafe event requirements: <ul style="list-style-type: none"> <li>Recommended COVIDSafe plan for their site.</li> <li>Recommended Dedicated COVID Marshal.</li> <li>Recommended to Provide floor plan of own site to ensure capacity numbers &amp; social distancing measures in place, checked by CIV.</li> </ul> </li> </ul> <p>CIV will monitor latest public health advice daily from DHHS's website and media. Should any direction change, CIV organiser will review the COVIDSafe plan and the directions of DHHS &amp; Victorian Government and incorporate the new direction in the plan and floor plan and communicate changes to all stakeholders.</p>	<p>CIV</p> <p>Online ticketing provider.</p>
<b>During</b>	<p>Security staff/COVIDSafe Marshalls will ensure all persons entering and exiting the site, including during the bump in/out period will ensure proof of vaccination status.</p> <p>Our ticketing partner, Oztix will send information about current exposure sites and obligations on individuals not to attend if they are unwell the day they attending Victorian Caravan, Camping &amp; Touring Supershow. Tickets are purchased for specific day/s.</p> <p>OH&amp;S Staff will conduct audits on exhibitors at the event to ensure that they are complying with this COVID safe event Plan and make sure they have operational hand sanitiser stations and acceptable stand cleaning practices in place.</p>	CIV/Security/CovidSafe Marshalls
<b>After</b>	<p>Contact (name, address, email or mobile number) details, including scan in/out information from the ticketing provider will be kept for at least 12 months following the event. This is to assist with contact tracing if required.</p>	CIV/Online ticketing provider



	<ul style="list-style-type: none"> <li>Victorian Government's Service Victoria QR codes for check in at entry gates.</li> <li>eTickets contain QR code (scanned) for real time tracking of attendee numbers.</li> <li>Stakeholder details are captured through issuing of passes with QR code (scanned).</li> </ul> <p>Records including name, address or email and mobile number of all attendees, will be kept for a period of at least 12 months.</p>	
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#### Communicate expectations to event workers and attendees

Timing	Plans / actions	Responsible
<b>Before</b>	<p>Staff</p> <ul style="list-style-type: none"> <li>Pre-event training including COVIDSafe process, layout of venue, COVIDSafe requirements.</li> <li>Staff will be emailed a copy of this COVIDSafe plan and a reminder to all Staff not to attend if feeling unwell or have been to exposure sites.</li> <li>Email and push notifications reminding patrons of the Health Rules, sent at regular intervals from purchase.</li> </ul> <p>Attendees</p> <ul style="list-style-type: none"> <li>Ticket purchasing website linked to conditions of entry for COVID-19.</li> <li>Website for the venue, event, and ticketing company will have CovidSafe requirements including advice to not attend if unwell or have been to exposure sites.</li> <li>CovidSafe event reminders via social media channels.</li> <li>Ticket purchasing sites will link to health and safety rules.</li> </ul> <p>Emails and push notifications reminding patrons of health rules and expectations, sent at regular intervals from purchase and during show.</p>	CIV
<b>During</b>	<ul style="list-style-type: none"> <li>Covid Marshalls will remind patrons of CovidSafe protocols.</li> <li>CovidSafe Signage at gates and through out the venue.</li> <li>Directional and social distancing markers on floor where applicable i.e food courts and inside enclosed exhibition space.</li> <li>Regular PA announcements to remind patrons of CovidSafe protocols.</li> <li>Covid Marshalls roaming event to check compliance of patrons and exhibitors.</li> </ul>	<p>CIV</p> <p>Security</p> <p>Event Staff/COVIDSafety Officers</p>

### Record keeping to support contact tracing of workers, contractors and attendees

Timing	Plans / actions	Responsible
<b>Before</b>	In December contact tracing requirements were removed with only vaccination requirements mandatory	
<b>During</b>	<ul style="list-style-type: none"> <li>Tickets contain a QR code (scanned) for real time tracking of attendee numbers.</li> <li>Stakeholder details are captured through issuing of passes with QR code (scanned).</li> <li>Through the online ticketing system. Records including name, address, email and mobile number of all attendees, will be kept for a period of at least 12 Months.</li> <li>Exhibitors, contractors and all onsite staff will each have their own pass which will have name, address, email and mobile number of all personnel.</li> <li>Every person entering the venue must show proof of vaccination to enter the event.</li> </ul> <p>COVID-Check in marshals at the gate and security will ensure all have people are checked before entering the venue.</p>	<p>CIV</p> <p>Ticketing provider</p> <p>Covid Check In Marshalls</p>
<b>After</b>	<ul style="list-style-type: none"> <li>The CIV will keep a record of name, address or email and a mobile number for all staff, exhibitors, patrons and contractors for a period of at least 12 months.</li> <li>These details can be made available via spreadsheet to the Department of Health for contact tracing purposes.</li> </ul>	CIV

### Impact on the local community

Timing	Plans / actions	Responsible
<b>Before</b>	<p>The Melbourne Showgrounds do have regular communication and consultation with local community.</p> <p>Victorian Caravan, Camping &amp; Touring Supershow is held within the Melbourne Showgrounds precinct, which is fully enclosed.</p> <p>Traffic and parking management agencies have been contracted to minimize the impact on the local community.</p> <p>The Victorian Caravan, Camping &amp; Touring Supershow will finish at the latest by 6pm each day, with no loud music or entertainment planned.</p>	<p>CIV</p> <p>Traffic &amp; parking management contractor.</p>

## Attendee management

Arrangements must be in place to ensure physical distancing is maintained throughout the event. All workers and attendees must be screened for COVID-19 symptoms before the event, and first aid plans should incorporate the management of suspected COVID-19 cases.

### Maintain physical distancing

Timing	Plans / actions	Responsible
<b>Before</b>	<ul style="list-style-type: none"> <li>Confirmation email sent with online tickets confirming CovidSafe protocols and expectations.</li> <li>Event layout designed to provide appropriate spacing for social distancing</li> <li>Widenend walkways, at least 6m for indoor spaces.</li> <li>Maintaining physical distancing – clear queuing areas, markers on the ground, signage and COVIDSafe Marshalls reminding attendees, exhibitors etc. of social distancing.</li> <li>Separate pedestrian entry and exit points, where application, will be in place at all indoor spaces if maximum indoor density quotas are required.</li> </ul>	CIV/organiser Exhibitors Contractors Venue
<b>During</b>	<ul style="list-style-type: none"> <li>COVIDSafe Marshalls reminding attendees, exhibitors etc. of social distancing.</li> <li>Separate pedestrian entry and exit points, where applicable, will be in place at all indoor spaces if maximum indoor density quotas are required.</li> <li>Directional signage in indoor exhibition areas.</li> <li>Regular PA announcements reminding patrons to social distance.</li> <li>It is recommended Exhibitors will have their own dedicated Covid Marshal to monitor patrons within their space.</li> <li>Seating in food areas will be designed to maximise social distancing.</li> <li>Real time occupancy reports can be provided by Oztix to organisers and gate keepers on request and reports scheduled hourly.</li> <li>Reduce crowding, promote physical distancing with markers on the floor in areas where people are asked to queue.</li> <li>No demonstration / workshop areas</li> <li>Covd Marshall roaming event will monitor high traffic areas.</li> </ul>	CIV/organiser/COVID Safe Marshalls Venue

### Screening for symptoms of workers, contractors and attendees

Timing	Plans / actions	Responsible
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<b>Before</b>	<ul style="list-style-type: none"> <li>• Staff will be asked upon arrival if they are feeling unwell, have been in a exposure site or had contact with a known Covid-19 positive case.</li> <li>• Online ticketing website linked to conditions of entry for COVID-19, including reporting any symptoms.</li> <li>• E-Ticket confirmation email to include conditions of entry.</li> <li>• On arrival have scanner, greeters and COVID Marshalls ask patrons in the queue to report any symptoms of sore throat, cough, fever, recent international travel or contact with another person's with COVID-19.</li> <li>• Entry gates will have conditions of entry including COVID19 screening questionnaires displayed at the gate.</li> </ul>	CIV/organiser Security Exhibitors Contractors
<b>During</b>	<ul style="list-style-type: none"> <li>• eTicket scanners and COVIDSafe Marshalls will ask to report any flu like symptoms of sore throat, cough, fever, recent international travel or contact with another person with COVID-19.</li> <li>• COVIDSafe Marshalls will roam the event to check for any signs of COVID-19 symptoms and report back to first aid and event manager.</li> <li>• COVID symptom signage at the gates to remind attendees of their obligations.</li> </ul>	CIV/organiser/COVID Safe Marshalls (Oztix) Ticketing

#### Entry points

Timing	Plans / actions	Responsible
<b>Before</b>	<ul style="list-style-type: none"> <li>• Pre-event communication to staff, contractors and exhibitors outlining CovidSafe entry requirements.</li> <li>• Dedicated entry/exist doors to indoor exhibition space, where applicable</li> </ul>	CIV
<b>During</b>	<ul style="list-style-type: none"> <li>• 4 Entry/Exit gates to event with separate lanes for each.</li> <li>• Clear signage at the gates, floor markings to ensure social distancing.</li> <li>• Covid Marshalls and security to manage entry points and screen patrons for Covid-19 symptoms.</li> <li>• At the gate the patrons will be asked to show their proof of vaccination and a valid online ticket will be scanned. Online tickets will also be scanned out</li> </ul>	CIV Covid Marshalls

#### Exit points - end of event or attendee departure for the event

Timing	Plans / actions	Responsible
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<b>Before</b>	<ul style="list-style-type: none"> <li>• Crowd control strategies in place to manage gatherings that may occur outside the premises – implement one-way pedestrian flow in known areas of congestion.</li> <li>• Event Staff/security briefings to remind them to look out for flu like symptoms prior to gate opens.</li> </ul>	CIV
<b>During</b>	<ul style="list-style-type: none"> <li>• Clear exit lanes at each of the four gates.</li> <li>• Event Staff will be monitoring the exit gates.</li> <li>• Ensuring social distancing 1.5m ground markings where potential for queuing exists.</li> <li>• COVID Marshalls, reminding patrons of social distancing requirements.</li> <li>• Scanning out of e-tickets on departure will give an accurate account of the time spent at the venue.</li> </ul>	CIV/organiser/COVID Safe Marshalls Ticketing provider

#### First aid / in-event health service plans

Timing	Plans / actions	Responsible
<b>Before</b>	Colbrow medics (Colmed Group) is the event first-aid provider (see attached COVIDSafe Plan).	CIV First aid provider
<b>During</b>	<ul style="list-style-type: none"> <li>• Contracted First Aid staff will assist with Covid-19 screening if a patron is showing flu like symptoms.</li> <li>• First aid will assist with isolating a suspected case of Covid-19 in a dedicated isolation marquee or room.</li> <li>• First aid will assist with organising transport from the event to home.</li> <li>• First aid will ask a suspected Covid-19 case to go home and get tested immediately.</li> <li>• A Medical professional will notify any cases to Worksafe Victoria.</li> <li>• Clear signage around the venue to first aid room. First aid location will also be clearly marked on maps via the event app.</li> </ul>	CIV First aid provider
<b>After</b>	<ul style="list-style-type: none"> <li>• In the event of any suspected/confirmed COVID-19 case, the following notification activities will occur:</li> <li>• Notify clinical manager</li> <li>• Notify event director</li> <li>• Covid-19 Hotline</li> <li>• Keep record of each incident for at least 5 years from date of notice to the Regulator.</li> </ul>	CIV First aid provider

#### Emergency services access

Timing	Plans / actions	Responsible
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<b>Before</b>	<p>Victorian Caravan, Camping &amp; Touring Supershow site plan has been designed with clear access points and wide walkways, isles, and gate access to accommodate emergency service vehicles and staff. This has been done in consultation of the venue and their emergency procedures. The venue will take control in an event of an emergency situation/evacuation.</p> <p>Appointment of a dedicated and experienced First-aid provider.</p>	CIV
<b>During</b>	<ul style="list-style-type: none"> <li>The size of our venues and layout of our shows mean that they can be designed with wide walkways, to enable comfortable and safe disbursement of patrons, easy access for emergency vehicles. People progress throughout the event looking at the products on display - there are no large gatherings of attendees in one place at any one time.</li> <li>Clear access is maintained for emergency vehicles with Gate 1 (main access for MFB), Gates 2 &amp; 4 (Ambulance &amp; Police). Aisles throughout the event are designed to accommodate emergency vehicle access (min 6m width). Security and Medics facilitate access and care of the patient.</li> <li>Communication is always maintained via 2-way radio.</li> </ul>	CIV First Aid Security Venue

#### Evacuation

Timing	Plans / actions	Responsible
<b>Before</b>	<ul style="list-style-type: none"> <li>Clear emergency evacuation plan and map. The venue's Operation team will take control of the situation alongside Securecorp &amp; USAU to communicate messaging around site</li> <li>Clear emergency evacuation points.</li> <li>Emergency Evacuation Plans are fixed in place at the entrances to each building, showing the location of firefighting equipment and emergency exits.</li> </ul>	CIV Venue
<b>During</b>	<ul style="list-style-type: none"> <li>During an evacuation process and if safe to do so, patrons will be reminded to maintain 1.5m separation during this time to the best of their capability.</li> <li>Venue &amp; Event Staff Safety Wardens would direct patrons at the assembly areas to maintain appropriate distancing.</li> <li>Large assembly areas to prevent crowding.</li> </ul>	CIV Venue Security

## Weather

Timing	Plans / actions	Responsible
<b>Before</b>	<p>The event space have sufficient shelter in multiple buildings, marquees and underneath caravan awnings which will allow for physical distancing during inclement weather.</p> <p>Review weather forecast daily and notify exhibitors accordingly.</p>	<p>CIV</p> <p>Exhibitors</p>
<b>During</b>	<p>Attendance levels are generally reduced if poor or inclement weather prevails. This is evident when reviewing historical attendance figures.</p> <p>The following strategies will be implemented to prevent crowding of attendees during inclement weather:</p> <ul style="list-style-type: none"> <li>Physical distancing signage will be in place in covered areas.</li> </ul>	<p>CIV</p> <p>Exhibitors</p>

## Service of alcohol

Timing	Plans / actions	Responsible
<b>Before</b>	No service of alcohol	
<b>During</b>	No service of alcohol	

## Management of a suspected/confirmed case

Timing	Plans / actions	Responsible
<b>Before</b>	Pre-event communications advising attendees to not attend if they are displaying symptoms of COVID-19, have been classified as a close contact, or have been at an exposure site, or orange or red zone via ticket confirmation and social media messaging.	CIV
<b>During</b>	<p>A suspected/confirmed case will only be identified by our First Aid contractor – Colbrow Medics. These first aiders will be appropriately qualified in handling of COVID-19 including wearing the appropriate PPE.</p> <p>An isolation room/tent for COVID cases will be located next to first aid room (being a completely separate and closed off area).</p> <p>First aid will ask the attendee how they got to the Victorian Caravan, Camping &amp; Touring Supershow, as 95% of our attendees drive their own vehicle this would be used.</p>	<p>First Aid</p> <p>Security</p> <p>CIV</p>

	<p>However, in the case where an attendee used public transport first aid and the event organiser will work with the attendee, to the best of our ability, to find a solution to them not be coming in contact with other people in a public setting i.e., fellow household member or getting appropriate transport.</p> <p>COVID-19 Incident response flow chart:</p> <ol style="list-style-type: none"> <li>1) Visitor, customer, contractor or supplier presents with coronavirus (COVID-19) symptoms.</li> <li>2) Event security escorts individual to isolation room/tent which is managed by Colbrow Medics.</li> <li>3) Individual taken offsite by own means or arranged transport for medical assessment.</li> </ol> <p>If confirmed case: Department of Health leads investigation and notifies all persons required for contact tracing purposes. They must be informed by calling the COVID hotline on 1800 657 398. CIV will notify Worksafe Victoria of a confirmed case of COVID-19 at Victorian Caravan, Camping &amp; Touring Supershow by calling 13 23 60.</p>	
<b>After</b>	<p>Post-event communications advising attendees to get tested if they are displaying symptoms of COVID-19 and to contact the event organiser if they have tested positive. If a positive case is confirmed, the CIV will contact the Department of Health for further advice and to provide data for contact tracing if required.</p>	

#### Escalation process for non-compliance

Timing	Plans / actions	Responsible
<b>Before</b>	<p>All staff will be provided with a copy of the Covid-19 Non-Compliance Process to familiarise themselves prior to going onsite.</p> <p>COVID Marshalls will be briefed on the process prior to starting their first shift.</p>	CIV
<b>During</b>	<p>Copies of the below escalation process for Non compliance will be located at gates and show office.</p> <p>COVIDSafe Marshalls will be monitoring compliance of public health regulations. If continued non-compliance is identified, the COVID Marshall Manager will be notified to deal with the situation. Upon determination of the Covid Marshall Manager and if continued non-compliance, the Event Manager will be notified for a decision, which will be removal from the event.</p> <p>Security will be called upon to assist in the circumstance the removal of a patron is required.</p>	<p>CIV</p> <p>Covid Marshalls/Manager</p> <p>Event Manager</p>

	COVID-19 Non Compliance Procedure				
	Non Compliance	Ask	Offer	Action: Continued Non Compliance	
	Not Wearing a Face Mask	Ask patron/exhibitor if they are aware of the face mask requirements if the mask requirement is applicable, or if they are exempt due to health reasons.	Offer to give the individual a face mask unless the person has observable difficulty with breathing or cannot wear the face mask for health related reasons.	If non-compliance continues, the Covid Marshal Manager will be notified and he/she may either ask the person to leave or remove themselves from the show.	
	Not Physical Distancing - if applicable to the circumstance	Ask the individual to please honor physical distancing requirements and remain 1.5m apart from non immediate family members.	If in a location that makes it challenging to effectively physically distance, suggest individual move on to next exhibit and return when less busy.	If non-compliance continues, the Covid Marshal Manager will be notified and he/she may either ask the person to leave or remove themselves from the show.	
	Not Following Directional i.e one way foot traffic or Other COVID-19 Signage	Ask if the individual is aware of the posted signage.	Offer to show the individual the posted signage and ask the person if they understand the signage.	If non-compliance continues, the Covid Marshal Manager will be notified and he/she may either ask the person to leave or remove themselves from the show.	
	Symptoms of Covid-19	Maintain Social Distance at all times and ask the individual to remove themselves from patrons and take to the closest First Aid isolation tent for a health assessment.	If First Aid confirms possible Covid-19 infection, assist individual to arrange transport from the venue to home.	If individual refuses a health assessment, the Covid Marshal Manager will be notified and he/she may either ask the person to leave or remove themselves from the show.	
After	<p>Keep record of each incident for at least 5 years from date of notice to the Regulator.</p> <p>Daily debriefs to review compliance.</p>				<p>CIV</p> <p>Covid Marshalls</p> <p>First Aid</p>

### Ventilation - indoor spaces

Timing	Plans / actions	Responsible
Before	The Victorian Caravan, Camping & Touring Supershow is an outdoor adventure lifestyle event. The show operates similar to a market with exhibitor stands that are managed by our exhibitors. The majority of the event is purely outside with only 40% indoors. These indoor spaces are large spacious warehouses with large roller doors and air vents throughout.	CIV
During	All indoor spaces door and access doors appropriate for consumer access will remain open at all times to maximise ventilation	CIV

### Cleaning and hygiene

A regular and thorough cleaning schedule must be implemented before, during and after the event with high traffic areas such as toilets and frequently touched objects such as door handles, counters and railings regularly disinfected.

### Regular and thorough cleaning and disinfection

Timing	Plans / actions	Responsible
Before	<p>CIV will engage the venue's preferred cleaning contractor, ShowCleaners, who are trained and qualified in Covid-19 cleaning requirements.</p> <p>Melbourne Showgrounds (Venue) team will ensure the venue and space booked has been deep cleaned by their preferred cleaning contractors before the Victorian Caravan, Camping &amp; Touring Supershow.</p>	CIV Venue
During	<p>Melbourne Showgrounds team will liaise directly with the cleaners to ensure the cleaning requirements are adhered to. During the event, the cleaners will regularly spray and wipe down the surfaces of all main contact points (e.g. door handles, handrails, light switches, benches, tables in food courts etc).</p> <p>Cleaning staff to be stationed at public toilets to ensure high touch points are cleaned regularly.</p> <p>Exhibitors have a duty of care in ensuring that their spaces are kept in a germ free and clean condition throughout the duration of Show. Ensuring that there are adequate supplies of hand sanitiser and that all high touch surfaces are cleaned on a regular basis.</p>	CIV Venue Exhibitors
After	<p>The Melbourne Show Grounds cleaning contractor will perform a deep clean of the venue following the conclusion of bump-out period.</p>	Venue

### Hand sanitiser and hand washing facilities

Timing	Plans / actions	Responsible
Before	<p>Sourcing an adequate supply of hand sanitising stations for workers and attendees throughout the event site.</p>	CIV
During	<p>Hand sanitiser and handwashing facilities are maintained throughout the event site for staff and patrons by venue operations/cleaners dedicawho will ensure these are filled and in working condition.</p>	CIV Venue

### Hygiene

Timing	Plans / actions	Responsible
Before	<p>CIV will monitor public health advice for required use of personal protective equipment (PPE) for both staff and</p>	CIV



	attendees leading up to Victorian Caravan, Camping & Touring Supershow.	
<b>During</b>	CIV will have a supply of PPE to provided to event personnel, contractors and attendees i.e masks, gloves.	CIV

## Workers, vendors, and contractors

Workers, vendors, and contractors are essential in operating a COVIDSafe event. They must understand and be responsible for their physical distancing and hygiene practices, and support attendees to behave in a COVIDSafe manner. To enable this, they must undergo appropriate COVID-19 training and have access to suitable personal protective equipment (PPE).

### Event organisers and event workers

Timing	Plans / actions	Responsible
<b>Before</b>	Pre-event training and briefings with contractors, staff and exhibitors (via ZOOM) to outline COVID related responsibilities for the event, hygiene practices and access to personal protective equipment.	CIV
<b>During</b>	CIV will monitor staff to address symptoms of COVID-19 as well as request staff to self-report if they are displaying symptoms of COVID-19.	CIV

### Food and catering workers

Timing	Plans / actions	Responsible
<b>Before</b>	All food vendors and catering outlets will be managed by the Melbourne Showground's catering contractor Dean & McPherson Catering.  Regular meetings with Dean & McPherson leading up to and during show to ensure CovidSafe compliance across food vendors and outlets is maintained.	Venue CIV Catering contractor
<b>During</b>	See attached COVIDSafe Plan from Dean & McPherson Catering outlining their protocols.  CIV will have regular briefings with the catering team to ensure CovidSafe compliance throughout the Victorian Caravan, Camping & Touring Supershow.	CIV Catering contractor

	If non-compliance is observed, CIV will discuss the issue with the catering team. If continued non-compliance the catering outlet may be closed.	
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#### Contractors, vendors, external providers (Cleaning, security, etc)

Timing	Plans / actions	Responsible
<b>Before</b>	Pre-event briefings with Melbourne Showgrounds (Venue, cleaning & security contractors) and other event suppliers outlining clear roles and responsibilities, COVIDSafe directions for the event, hygiene practices and access for personal protective equipment.	CIV Venue
<b>During</b>	All contractors will be required to monitor the well-being of their workers throughout the duration of the event. CIV's Covid Marshalls will monitor compliances of contractors and suppliers throughout the event. If non-compliance is identified the Event Manager will discuss the situation immediately with the key stakeholder and if continued non-compliance the contractor/supplier will be asked to leave the venue.	CIV

#### Deliveries

Timing	Plans / actions	Responsible
<b>Before</b>	<ul style="list-style-type: none"> <li>Delivery drivers and other contractors will be given clear instructions of COVIDSafe Plan requirements while they are on site.</li> <li>Delivery drivers will have designated gates, Gate 2, Gate 5 and Gate 11 during move-in.</li> <li>All delivery drivers will be required to provide proof of vaccination</li> <li>Security staff at the gate will ensure all have checked in.</li> </ul>	CIV Security
<b>During</b>	<p>Limited deliveries may be required during show. CIV will ensure:</p> <ul style="list-style-type: none"> <li>Designated gates 2 &amp; 5 for deliveries pre show opening.</li> <li>Handwashing facilities, or if not possible, alcohol-based hand sanitiser, is readily available for workers after physically handling deliveries.</li> <li>Direct visiting delivery drivers and contractors to remain in vehicles and use contactless methods such as mobile phones to communicate with workers wherever possible.</li> </ul>	CIV Security

	<ul style="list-style-type: none"> <li>• Direct visiting delivery drivers and contractors to use alcohol-based hand sanitiser before handling products being delivered.</li> <li>• Use, and ask delivery drivers and contractors to use, electronic paperwork where possible.</li> <li>• Physical distancing, record keeping for tracing purposes, cleaning, visual signage, hygiene and sanitiser stations, cleaning and disinfecting high touch surfaces, encourage contactless delivery.</li> </ul>	
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**Other workers (if any)**

<b>Timing</b>	<b>Plans / actions</b>	<b>Responsible</b>
<b>Before</b>	Not applicable	
<b>During</b>	Not applicable	

## Section 3: Event specific COVIDSafe controls (if relevant)

### Operational spaces

Events are often comprised of multiple discrete areas and/or spaces. These spaces may be external (for example, transport hubs, ticket offices, training/practice facilities), front of house (example toilets, retail outlets, grandstands), back of house (for example, worker areas), or other spaces (for example, fields of play and stages).

**Complete following sections as applicable to your event, place N/A in sections that do not feature in your event.**

**Public transport: for large scale events, how will you incorporate public transport or engage with the Department of Transport?**

Timing	Plans / actions	Responsible
<b>Before</b>	CIV will advise Public Transport Victoria of the dates of Victorian Caravan, Camping & Touring Supershow and expected attendances for each day.	CIV PTV
<b>After</b>	PTV will be operating in accordance with their COVID safe Plan.	PTV

### Car parks

Timing	Plans / actions	Responsible
<b>Before</b>	Planning meeting with keystone holders to form a plan around traffic management and parking at the venue for low impact on local residences and COVIDSafe requirements.  The Victoria Racing Club (VRC) will manage the carparking facilities at Flemington Racecourse and also along Leonard Crescent.  Their CovidSafe plan is available.	CIV Traffic Management Contractor Parking Contractor - VRC Security
<b>During</b>	Signage placed at parking and throughout venue to remind everyone about social distancing, hand hygiene station, coughing etiquette, to wear a facemask where social distancing is not possible etc.  Parking provider/contractor will manage the carparks located in Flemington Racecourse and along Leonard Crescent. As well as managing Traffic Management allow Epsom Road.  Traffic Management contractor will manage traffic around Langs road and Leonard Crescent.	CIV Traffic Management Contractor Parking Contractor - VRC Security

## Food and beverage preparation and service areas

Timing	Plans / actions	Responsible
<b>Before</b>	<p>All food vendors and catering outlets are engaged by Melbourne Show ground's catering contractor Dean &amp; McPherson Catering (D&amp;M) and their policy is that all food vendors must adhere to any guidelines as set out by DoH.</p> <p>Dean &amp; McPherson CovidSafe Plan is available.</p>	<p>CIV</p> <p>D&amp;M</p>
<b>During</b>	<ul style="list-style-type: none"> <li>Ensure any food and drink premises on site have measures in place in accordance with DHHS COVIDSafe requirements for restaurants and cafes. All Food vendor &amp; catering outlet providers will be operating under the food services COVIDSafe industry Plan. <a href="https://www.coronavirus.vic.gov.au/hospitality-food-and-beverage-services-sector-guidance">https://www.coronavirus.vic.gov.au/hospitality-food-and-beverage-services-sector-guidance</a></li> <li>Food is to be served in selected food zones with adjoining seating areas that will be managed by CIV staff to ensure physical distancing is maintained.</li> <li>Caterers will be responsible for the management of their staff and individual order processes.</li> <li>Encourage hand washing and maintaining good hygiene.</li> <li>External food court area, additional cleaning for tables/chairs.</li> <li>Cashless payment preferred for food vendor &amp; catering outlet.</li> <li>Regular cleaning of back of house kitchen and food preparation high touch areas.</li> <li>Designated queuing areas for orders/paying away from the sitting areas.</li> <li>COVID Marshalls will monitor the flow and number of attendees in the food zone.</li> <li>Maintaining adequate physical distancing in work areas and ensuring that adequate distancing is occurring in queueing areas.</li> <li>Wearing adequate PPE where work areas do not allow for physical distancing.</li> </ul>	<p>CIV</p> <p>D&amp;M, Venue</p> <p>Covid Marshalls</p>

## Other queuing areas

Timing	Plans / actions	Responsible
<b>Before</b>	Create a queuing plan around gate entry/exit points and exhibitor payment areas.	CIV
<b>During</b>	<p>Designated queuing zones at gates entry and exit points, into buildings and on exhibitor sites.</p> <ul style="list-style-type: none"> <li>1.5m ground markings where potential for queuing exists.</li> </ul>	<p>CIV</p> <p>Covid Marshalls</p>



	<ul style="list-style-type: none"> <li>• Ticketing - online ticketing available and encouraged to help reduce contact and queuing. Physical distancing signage and markers on the ground will be in place to address queuing concerns.</li> <li>• Covid Marshalls and Event Staff will monitor areas to ensure compliance with CovidSafe regulations.</li> </ul>	
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#### Attendee seating and viewing areas

Timing	Plans / actions	Responsible
Before	Not applicable	
During	Informal seating/rest areas is available on the old Grandstand and around the perimeter of the Camp Ground. Signage will request patrons, to social distance and to keep seats clear between groups.	

#### Zoning

Timing	Plans / actions	Responsible
Before	Not applicable	
During	Not applicable	

#### Fields of play and competition areas

Timing	Plans / actions	Responsible
Before	Plan event layout with "Passport to Freedom®" competition stations located around the event with adequate space around them for flow, and social distancing.  Paperless competition conducted via an App.	CIV Covid Marshalls
During	<ul style="list-style-type: none"> <li>• QR code Passport to Freedom stations around the event for attendees to scan at all stations and go in the chance to win a prize.</li> <li>• Multiple QR codes around the station to limit queuing.</li> <li>• Have queuing zones and social distancing in place around the QR stations for consumers to scan.</li> <li>• The winners will be drawn after the event and contacted via phone.</li> </ul>	CIV Covid Marshalls

## Stages

Timing	Plans / actions	Responsible
Before	Not applicable	
During	Not applicable	

## Market stalls and fetes (Exhibition space)

Timing	Plans / actions	Responsible
Before	<ul style="list-style-type: none"> <li>Advise exhibitors on their requirements via regular online exhibitor meet-up/induction meetings to discuss COVIDSafe requirements.</li> </ul>	CIV Exhibitors
During	<p>Exhibitors must:</p> <ul style="list-style-type: none"> <li>Follow all the directions from event organiser.</li> <li>Maintain social distancing from other exhibitors, attendees, staff etc.</li> <li>Monitor their site with flow, number of attendees on their site and ensure all are following COVID safe requirements.</li> <li>Have clear COVIDSafe signage around their site, as required.</li> <li>Hand sanitizer available on site and easily accessible to all.</li> <li>Sneeze guard in place (where applicable i.e., cash registers) where applicable</li> <li>Cleaning of site daily including high touch areas after every visit (e.g., Caravan doors, tables etc)</li> </ul> <p>Maximum 1-2 people per van (depending on the size of the van) and in line with government requirements.</p>	CIV Exhibitors Exhibitor Covid Marshals

## Non-allocated seating or picnic rug

Timing	Plans / actions	Responsible
Before	Victorian Caravan, Camping & Touring Supershow is a roaming event with seating only available in food areas, old Grandstand and perimeter of Camp Ground.	CIV
During	Seating will be managed by roaming COVID Marshals to enforce physical distancing and address non-compliant behaviour.	CIV Venue

	Food Court tables to be spaced at least 1.5m apart. Regular cleaning of tables through out show.	
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## Volunteers

Timing	Plans / actions	Responsible
<b>Before</b>	Volunteers will be briefed on CovidSafe requirements and responsibilities for Show.  Information on how they can keep themselves safe by practising good hand hygiene, coughing/sneezing etiquette, social distancing will be provided in their information pack.  Volunteers will also be requested to stay home if they are feeling unwell, been at an exposure site etc.	CIV Volunteers
<b>During</b>	Each volunteer will be asked screening questions upon arrival at Victorian Caravan, Camping & Touring Supershow office.  If they are feeling unwell or have flu like symptoms they will be asked to go home and get tested. If a negative test is received they may be able to resume their duties at Show.	CIV Volunteers
<b>After</b>	All staff will be asked to report any positive Covid results received during to or shortly after Show.	CIV Volunteers

## ~~Dancefloors~~/General Admission Areas

Timing	Plans / actions	Responsible
<b>Before</b>	Victorian Caravan, Camping & Touring Supershow is a fully ticketed event, with patrons roaming the event footprint.  Gate layout planning to include the following: <ul style="list-style-type: none"> <li>• Clear separate entry and exit points at gates</li> <li>• Snaking of queuing area via crowd control barriers</li> <li>• Isolation marquee</li> <li>• Allow sufficient space for holding area of patrons if density quota is reached inside venue.</li> <li>• Security to monitor density limits at indoor venues.</li> </ul> Rostering of COVID Marshalls and security at gates to assist with Covid Safe compliance.  Brief with ticketing provider to supply competent staff to scan in/out of e-tickets and to monitor for flu like symptoms.	CIV
<b>During</b>	Covid Marshalls and CIV staff to monitor gates and queuing of patrons during busy times i.e. between 8:30 and 11am.	CIV

	<p>CIV staff member to monitor density quota for show via live scan in/out results.</p> <p>Covid Marshall roaming the Victorian Caravan, Camping &amp; Touring Supershow to check for COVID Safe non compliance and to move patrons along if a particular area is crowded.</p>	Covid Marshalls
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#### Camping Areas

Timing	Plans / actions	Responsible
Before	Not applicable	
During	Not applicable	

#### Other operational space considerations

Timing	Plans / actions	Responsible
Before	The 2022 show will have no carnival rides, roaming performers, or children's activities.	
During	The 2022 show will have no carnival rides, roaming performers or children's activities.	

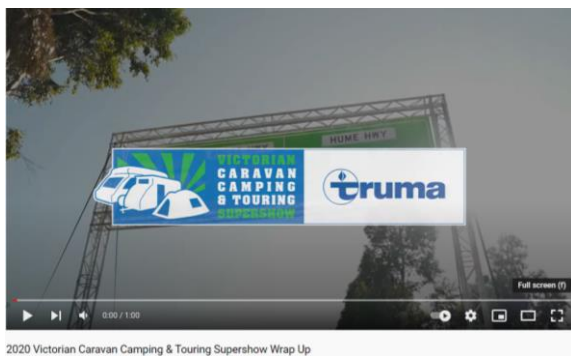
## Section 4: Supporting information

Ensure you attach supporting information to illustrate aspects of your COVIDSafe Event Plan. This should include, but not be limited to:

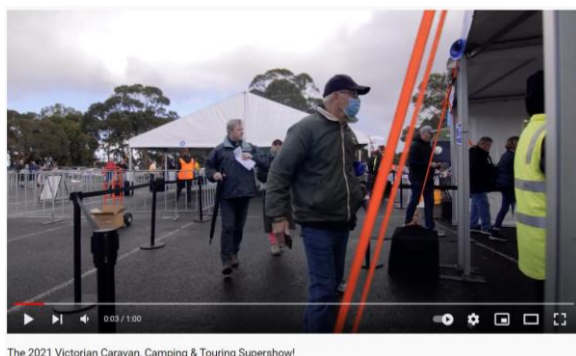
- Refund policy (for ticketed events) specifically in relation to COVID-19 - [See page 3 \(Ticketing\)](#).
  - Caravan Supershow - Ticket Info ([caravanshow.com.au](http://caravanshow.com.au))
  - Caravan Supershow - COVID Safe ([caravanshow.com.au](http://caravanshow.com.au))
  - Patrons will be refunded the full cost of the ticket should they be unable to attend due to a COVID related illness / symptoms. Our refund policy will be clearly defined on all social media platforms, event website, ticketing website and conditions of entry signage.
- Conditions of entry/Terms and Conditions specifically in relation to COVID-19 – [Located on \[caravanshow.com.au\]\(http://caravanshow.com.au\) website.](#)
- Site plan (should include flow of traffic, entry/exit, amenities and facilities, and zoning if applicable to the event). \* Tier 1 events require a CAD plan or similar - [Attached](#)
- First-aid plan - [Attached](#)
- Event Contractor COVIDSafe Plan(s) – [Attached](#)
- Photographs & Videos of previous Shows – [See below](#)
- Previous COVIDSafe Event Plans (in Australia or overseas) – [2021 Caravan, Camping & Touring Supershow held in May.](#)

### 2020 Victorian Caravan, Camping & Touring Supershow – Wrap up Video

Click image to view video



### 2021 Victorian Caravan, Camping & Touring Supershow (CovidSafe event held at Sandown Racecourse)– Wrap up Video, Click image to view video





**Photos of 2020 Victorian Caravan, Camping & Touring Supershow  
(held at the Showgrounds)**







*Go make some memories*

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