



# Australian Refugee Volunteers Inc. (ARV)

## COVID-19 Mandatory Vaccination Policy For Volunteers

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### 1. Introduction

- 1.1 ARV is committed to ensuring the health and safety of all its stakeholders.
- 1.2 ARV wishes as far as possible to protect its clients, volunteers, and the general public from COVID-19 infection.
- 1.3 ARV will facilitate, through its policies and procedures, strategies designed to reduce risks to its clients, volunteers, and the general public.
- 1.4 ARV will comply with all available health advice from the NSW Government in relation to COVID-19.
- 1.5 As government restrictions ease, ARV will be resuming its face-to-face services and program activities which will involve close contact between volunteers and vulnerable clients and exposure to the general public. This means that our clients and volunteers will be at risk of infection of COVID-19.
- 1.6 As you are aware, our clients range from young children to adolescents and some may not yet have a COVID-19 vaccine available to them. In order to minimise the risk of infection to our clients and as a risk measure, ARV will be requiring volunteers are fully vaccinated which may include necessary booster shots subject to some exceptions.
- 1.7 In accordance with NSW Health guidance, you are considered “fully vaccinated” if you have had:
  - 1.7.1 2 doses of a COVID-19 vaccination where two doses are the complete course; or
  - 1.7.2 1 dose of a COVID-19 vaccination where a single dose is the complete course; or
  - 1.7.3 you have a medical exemption; and
  - 1.7.4 7 day must have passed since the final dose of the vaccine for you to be considered.
- 1.8 For more information regarding the dosages for specific vaccines please see:

<https://covid19.homeaffairs.gov.au/vaccinated-travellers#:~:text=Australia%20consider%20you%20to%20be,AstraZeneca%20Vaxzevria>

### 2. Purpose

- 2.1 This policy sets out ARV's requirements and mandatory COVID-19 vaccination for its volunteers. This policy supplements but does not replace the organisation's current **COVID-19 Policy & Procedure**.

### 3. Scope

- 3.1 This policy applies to ARV volunteers participating in face-to-face programs.



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#### 4. **Mandatory Vaccination**

- 4.1 All volunteers must be fully vaccinated before they can participate in ARV's face-to-face programs and events unless they have a medical exemption. Proof of vaccination or medical clearance need to be available upon request when attending volunteer activities.

#### 5. **Procedure for events and programs**

- 5.1 1 week prior to a scheduled event / activity, depending on the role you have selected, you may receive an email from the Program Coordinator requiring you to confirm your vaccination status with a simple yes / no answer. In general, if you will need to have client contact prior to meeting a Program Coordinator (e.g. a driver or passenger), you will receive this email.
- 5.2 The yes / no answer provided via email will be held securely and kept private.
- 5.3 It is expected that volunteers will be truthful in their responses. ARV reserves its right to end the volunteering arrangement and commence legal action if otherwise.
- 5.4 For example, ARV may report you to the NSW Police who can issue on-the-spot fines to individuals of \$5,000 for providing, displaying or producing information or evidence for showing a person is fully vaccinated (such as vaccination evidence) that is not true and accurate.
- 5.5 When arriving at the event or program venue, volunteers must show their vaccination certificates or medical exemption to the Program Coordinator on site. A record of attendance will also be kept however it will not indicate anyone's vaccination status or medical information.
- 5.6 Evidence of full vaccination can include your:
- online immunisation history statement;
  - COVID-19 digital certificate via the Service NSW app;
  - COVID-19 digital certificate from the Australian Immunisation Register;
- 5.7 A medical exemption certificate is evidence of medical exemption from having full vaccination. The evidence of your medical exemption must be from a medical practitioner.
- 5.8 ARV will not be keeping a record of who is or who is not vaccinated, or retaining copies of certificates demonstrating volunteers are vaccinated or documents evidencing medical exempt status. Rather ARV will keep a record of attendee volunteers and all attending volunteers must be fully vaccinated or have a medical exemption.
- 5.9 If information about attendees (whether that be our clients or volunteers) is requested by the health authorities as a result of a case of infection, ARV is obliged to comply with those directions.



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### 6. **Vaccine safety**

- 6.1 If you have any questions or concerns regarding a vaccine, please seek advice from a medical practitioner.
- 6.2 You can also find information regarding COVID-19 vaccines here:  
<https://www.health.gov.au/initiatives-and-programs/covid-19-vaccines>