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Property Institute of New Zealand and the New Zealand Institute of Valuers

COVID-19 Event Policy

Review protocol

Policy reviewed and approved by:	Date Implemented	Next Review Date
PINZ Board & NZIV Council	November 2021	As Necessary

Stakeholders

- PINZ President
- NZIV President
- Council Chairs
- Committee Chairs
- Branch Chairs
- NST
- Membership
- Other.....

Introduction

This is a working document and is subject to regular reviews as per Government advice.

The PINZ National Support Team, under the direction of the Chief Executive Officer, is constantly monitoring the ongoing COVID-19 (Coronavirus) situation and how this may affect our membership. The objective of this policy is to manage risk and to protect the health and safety of all members and any other individuals attending a PINZ or NZIV event. We will do this by making prudent and responsible decisions around health and safety at all PINZ and NZIV events. This extends to events being organised and run by the National Support Team and the PINZ branch network.

The first priority of PINZ and NZIV is the health and safety of our members, and we want to ensure that members are confident that PINZ and NZIV have taken all appropriate steps to keep them as safe as possible whilst encouraging members to continue to enjoy our events and professional development opportunities.



Who does the policy apply to?

All PINZ and NZIV branches and event attendees. The policy also applies to internal governance meetings such as Board and Council meetings.

Policy

The Government is operating a COVID-19 Protection Framework. Central to the Protection Framework is the traffic light system to manage COVID-19 in the community and there are three levels which can be applied: green, orange and red.

PINZ and NZIV events can continue to be held under all COVID-19 Protection Framework levels as long as they strictly adhere to all COVID-19 Protection Framework rules and guidance and that organisers can confirm that there are robust protection measures in place to ensure that meetings and events can be held safely and in compliance with government guidance:

<https://covid19.govt.nz/traffic-lights/>

In addition, event organisers must:

- Ensure people leading events are educated in and comply with all government guidelines relating to holding an event under the requirements of the COVID-19 Protection Framework
- Comply with the requirements of the event venue
- Remind attendees to stay home if they are feeling even remotely unwell
- Respectfully refuse entry to any attendee that arrives at an event presenting any symptom of cold or flu
- Recommend attendees wear a face covering indoors wherever possible, except when eating or drinking

Vaccine Passes

From 5 April 2022 there will be no requirement to use My Vaccine Pass although businesses and venues may still choose to use them. Events must comply with the rules of the venue where the event is taking place.

Tracking Attendance

There is no requirement to scan in or for a business to display a QR code poster or have mandatory record keeping. The National Support Team will continue to hold event registrations for events operated through the PINZ website.

If additional clarity or assistance is required on any of the above, contact the Chief Executive Officer directly for guidance.

Policy Implementation and Review

The review of this policy is the responsibility of the Finance Audit and Risk Committee and subsequently a recommendation to the PINZ Board and NZIV Council.

This policy will be reviewed as often as required while we operate in a COVID related environment.

