

133 Molesworth Street  
PO Box 5013  
Wellington 6140  
New Zealand  
T+64 4 496 2000

4 August 2025

s 9(2)(a)

By email: s 9(2)(a)  
Ref: H2025069411

Tēnā koe s 9(2)(a)

### Response to your request for official information

Thank you for your request under the Official Information Act 1982 (the Act) to the Ministry of Health – Manatū Hauora (the Ministry) on 3 July 2025 for information regarding COVID-19 vaccine exemptions. You requested:

*“The MoH page referred to in my email says :  
“How an exemption is granted  
Workers may be exempt from the requirement to be vaccinated if, after  
examination:*

*suitably qualified health practitioner considers that the vaccination is  
clinically contradicted for the person, and  
suitably qualified health practitioner provides written confirmation of  
that assessment.*

*When you can apply for an exemption  
The exemption process comes into force on 15 November 2021.”*

*Would you kindly share all the information on this process as it was in  
October 2021? According to this web page, the MoH says the exemptions process  
comes into force on 15 November. I am requesting all the information on this  
process for exemptions at this time in 2021 especially before 7 November 2021,  
and what processes were starting 15 November 2021.”*

As outlined in the document you have provided, prior to the Government introducing the new vaccination requirement exemption process on 7 November 2021, exemptions were available to individuals that were required to be vaccinated in the workplace. The original process allowed workers to be exempt from the requirement to be vaccinated if, after examination:

- a suitably qualified health practitioner considers that the vaccination is clinically contradicted for the person; and
- a suitably qualified health practitioner provides written confirmation of that assessment.

When workplace vaccination requirements first came into effect in early 2021, they applied only to a very narrow range of occupations, such as border workers who were at a much greater risk of being exposed to the virus. In October 2021, the Government decided to broaden workplace vaccination requirements to other roles, such as health and disability, and education workers. The first groups impacted by the broadened requirements were required to be vaccinated by 15 November 2021. The reference to the exemption process coming into force on 15 November 2021 reflects that, for the vast majority of individuals impacted, occupational vaccination requirements did not come into effect until this time.

The Ministry has identified two documents within the scope of your request, *Guidance for health workers and PCBUs (businesses) on the health and disability vaccination order* and *Guidance for workers and PCBUs on the Border Order vaccination order*. These documents detail the exemption process as it was in October 2021, prior to the centralised exemption process coming into effect. Copies of these documents have been released to you in full and have been enclosed.

I trust this information fulfils your request. If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact the OIA Services Team on: [oiagr@health.govt.nz](mailto:oiagr@health.govt.nz).

Under section 28(3) of the Act, you have the right to ask the Ombudsman to review any decisions made under this request. The Ombudsman may be contacted by email at: [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz) or by calling 0800 802 602.

Please note that this response, with your personal details removed, may be published on the Ministry website at: [www.health.govt.nz/about-ministry/information-releases/responses-official-information-act-requests](http://www.health.govt.nz/about-ministry/information-releases/responses-official-information-act-requests).

Nāku noa, nā



Jane Chambers  
**Group Manager, Public Health Policy and Regulation**  
**Public Health Agency | Te Pou Hauora Tūmatanui**

**COVID-19**

# **Border Worker Vaccinations Order**

Guidance document for PCBUs  
and workers

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT 1982

## Summary of Changes

Version	Date	Section/ Appendix	Summary of Changes
0.1	30 May 2021		Initial guidance document created.
0.2	07 July 2021		Minor updates to guidance document.
0.3	14 July 2021		Detail regarding amendment to Vaccinations Order updated.
1.0	7 September 2021		Revise and expand the guidance document to ensure it is consistent with and complementary to the <i>Ministry's Guidance Manual for Testing Border Workers</i> .
2.0	17 September 2021		Revisions to description of maritime pilots and stevedores, updates to specific guidance on application of the Vaccinations Order in the Maritime border context
2.1	21 September 2021	Sections 1.1 & 3.3	Minor updates clarifying notification of approvals for use of specific vaccines and prioritisation for household contacts of border workers
3.0	29 September 2021	Sections 2.2.1, 2.4 and Appendix 2	Clarification to definition of aircrew, affected persons, handling affected items and when an affected item ceases to be an affected item.

## Document Approval

Group Manager COVID-19 Testing and Supply Operations	Darryl Carpenter
Date	17 September 2021

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

# Table of Contents

Summary of Changes .....	2
Document Approval.....	2
1. Introduction.....	4
1.1 Background.....	4
1.2 Legislative context .....	4
1.3 Purpose .....	5
2. Vaccination of affected persons undertaking certain work at the border.....	6
2.1 Timeframes for compliance with the VO including transitional arrangements.....	6
2.2 Scope of the Vaccinations Order .....	7
2.2.1 Affected persons .....	7
2.3 Specific guidance on application of the Vaccinations Order in the Maritime border context.....	12
2.3.1 Circumstances in which port workers are required to be vaccinated .....	12
2.3.2 What are affected items in a port setting? .....	12
2.3.3 Detailed examples of the circumstances in which workers are required to vaccinated .....	13
2.4 Specific guidance on application of the Vaccinations Order in the Air border context .....	15
3. Key responsibilities under the Vaccinations Order .....	17
3.1 Details of roles .....	17
3.2 Note about protecting the privacy of worker information.....	19
3.3 Vaccinating household contacts .....	19
4. Exceptions and Exemptions.....	20
4.1 Health exception.....	20
4.2 Significant supply chain disruption.....	20
4.3 Other exceptions .....	20
5. Specific responsibilities in relation to monitoring and compliance under the Vaccinations Order .....	21
4.1 If a border worker does not get vaccinated .....	21
Appendix 1 - Summary of Vaccinations Order and amendments.....	23
Appendix 2 – Glossary of terms used in Table 3 .....	24
Appendix 3 – Vaccinations Order Decision Tree for PCBUs to assess whether a worker is an affected person .....	26
Appendix 4 – Information in relation to the BWTR/CIR.....	27
Appendix 5 – Outline of Border Worker Vaccination Process.....	28

# 1. Introduction

## 1.1 Background

The New Zealand Government has responded to the global COVID-19 pandemic with a range of public health initiatives. The Government's overall public health strategy to address the COVID-19 pandemic is elimination. That is, to apply a range of control measures in order to stop the transmission of COVID-19 in Aotearoa New Zealand. Elimination does not mean eradicating the virus permanently from New Zealand. It means being confident we have eliminated chains of transmission in our community for at least 28 days and can effectively contain any future cases imported from overseas.

The Government's goal is to get everyone in Aotearoa New Zealand aged 12 and over vaccinated against COVID-19. The COVID-19 vaccination is free – it doesn't matter what your visa or citizenship status is. The vaccine currently (as at 29 September 2021) approved for use by the Vaccinations Order is the Pfizer/BioNTech COVID-19 Vaccine. Recognizing that some people are at higher risk of coming into contact with the virus or, because of their age or health status, are more likely to experience poorer outcomes if they do fall ill with COVID-19, the vaccine is being progressively rolled out to people, depending on which one of four groups they are in, as follows:

Groups	Details
<u>Group One</u>	Group 1 includes people working at the border or in MIQ, and the people they live with (household contacts). Border workers undertaking certain work at M Q facilities, ports and airports who are at the greatest risk of exposure to COVID-19 must get vaccinated.
<u>Group Two</u>	High-risk frontline health workers and their household contacts, and people living in high-risk places <sup>1</sup> Also includes frontline staff who interact with customers, and provide transport and logistic services directly supporting the vaccination programme.
<u>Group Three</u>	People aged 65 and over and those at risk of getting very sick from COVID-19.
<u>Group Four</u>	Everyone else aged 12 or over, with vaccinations to be given to people in five-year age bands in descending order of age

Table 1: Summary of COVID-19 vaccine rollout group

A person needs to receive two doses of the vaccine to be considered fully vaccinated. The standard time for a second dose is now six weeks after the first dose. However, workers in high-risk settings such as at the border are advised to have their vaccine doses three weeks apart. Workers performing certain work under the Vaccinations Order must be vaccinated and must have their two vaccine doses no more than 35 days apart. This requirement ensures they are protected by full vaccination before or as soon as possible after starting work where vaccination is required.

## 1.2 Legislative context

On 1 May 2021 the [COVID-19 Public Health Response \(Vaccinations\) Order 2021](#) (VO) made it a requirement for a narrow group of border workers and Government officials working at the border or an MIQ facility to be vaccinated against COVID-19.

On 14 July 2021, following an amendment to the VO, the requirement to be vaccinated against COVID-19 was broadened to most border workers (affected airports and ports).

<sup>1</sup> The Government is expanding the list of essential workers who can get early access to a COVID-19 vaccination. These people will be included in Group 2. Group 2 will now also include frontline staff who interact with customers and transport and logistic services directly supporting the vaccination programme.

The VO is a legally binding health instruction which requires **certain** groups of border workers to be vaccinated in order to undertake '**certain work**'.

### 1.3 Purpose

This guidance document is designed primarily for Persons Conducting a Business or Undertaking (PCBUs) that employ workers who undertake certain work at the border.

This document outlines:

- the purpose and scope of the COVID-19 Public Health Response (Vaccinations) Order 2021 (VO)
  - the timeframes and transitional arrangements under the VO
  - the responsibilities of PCBUs under the VO, including assessing whether a worker is an 'affected worker'
- the responsibilities of PCBUs in relation to the Border Working Testing Register (BWTR)
  - how a PCBU registers on the BWTR
  - how a PCBU adds or amends employee details, and checks vaccination status on the BWTR
  - how information on the BWTR is shared with DHBs
  - how PCBUs can seek further information or advice
- the process for how workers (and their whānau) can access priority appointments to get vaccinated and how to raise issues with getting a booking, and
- implications for PCBUs not meeting their responsibilities under the VO

This document may also be used by border agencies and other organisations involved in COVID-19 testing and vaccination, or as part of ensuring monitoring and compliance.

A considerable amount of information has already been provided to the sectors, and this document aims to consolidate and make it easy to find and understand. There may therefore be links to publicly available information, a consolidation of information you have already received, and new information.

This Guidance Manual is a living document. Updates and changes will be made and released as required.

This document does not provide guidance for PCBUs and border agencies regarding border worker testing or the testing requirements specified by the Required Testing Order. For guidance on this, please refer to the MoH's [Guidance Manual for Testing Border Workers](#).

## 2. Vaccination of affected persons undertaking certain work at the border

### 2.1 Timeframes for compliance with the VO including transitional arrangements

The table below summarises the timeframes that various categories of workers under the VO must meet<sup>2</sup>. The VO refers to those categories as<sup>3</sup>:

- Affected persons who are service workers. Broadly speaking these comprise persons who carry out work for or on behalf of the State Services or the Defence Force.
- Affected persons who are not service workers. Broadly speaking these predominantly comprise privately employed workers

The VO outlines differing transitional arrangements for these two categories of workers as detailed below.

Who	1st dose	2nd dose <sup>4</sup>
State Services or Defence Force workers – existing or new workers who start before 26 August (also known as government workers)	Their first injection of the Pfizer/BioNTech COVID-19 vaccine before the close of 26 August 2021	Their second injection of the Pfizer/BioNTech COVID-19 vaccine no later than 35 days after the first injection.
Other workers - existing or new workers who start before 30 September (also known as privately employed workers)	Their first injection of the Pfizer/BioNTech COVID-19 vaccine before the close of 30 September 2021	Their second injection of the Pfizer/BioNTech COVID-19 vaccine no later than 35 days after the first injection
State Services or Defence Force workers who start work after 26 August	Their first injection of the Pfizer/BioNTech COVID-19 vaccine before they start work and second injection no later than 35 days after the first injection	
Other workers who start after 30 September	Their first injection of the Pfizer/BioNTech COVID-19 vaccine before they start work, and second injection no later than 35 days after the first injection <sup>5</sup>	

Table 2: Timeframes for compliance with the VO

Any border worker who does not comply with any of the above vaccination deadlines must not work in a role which requires them to be vaccinated under Schedule 2 of the VO (as set out in Table 2 above) until they are compliant. Note, to better protect their own families' health, MoH strongly recommends that border workers get fully vaccinated as soon as possible rather than wait until the applicable deadlines are near.

<sup>2</sup> Part 2, Sections 3 and 4 of the VO 2021

<sup>3</sup> See Appendix 3

<sup>4</sup> Note while it is currently (12 August) recommended that there is an interval of at least 6 weeks between receiving the first and second doses of the vaccine, the VO allows a maximum of 35 days between doses. To prevent COVID-19 coming into our communities, we must continuously strengthen our border by protecting all the people who work there. Border workers and MIQ workers must receive their second dose no later than 35 days after their first injection. They need to be fully vaccinated sooner because they are at the greater risk of exposure to COVID-19

<sup>5</sup> New and returning border workers can commence employment once they have had their first vaccination. Their first vaccination will be loaded into the COVID-19 Immunisation Register (CIR) and uploaded into the BWTR.

## 2.2 Scope of the Vaccinations Order

The Government has prioritised border workers and their household contacts as the first group to be vaccinated. It is important that we continue to prioritise vaccinations for this group as we move to progressively vaccinate the rest of Aotearoa New Zealand (Groups Two to Four).

The groups of affected persons (border workers undertaking certain work) who are required to be vaccinated under the VO are set out in Table 3 below.

### 2.2.1 Affected persons

Under the VO, an affected person means a person who belongs to a group (*or whose work would cause them to belong to a group*, as set out in Schedule 2 of the VO and further explained in Table 3 below).

An affected person therefore includes workers across the groups listed below where it is *anticipated* that the person may in future be required to undertake duties that put them at risk of contracting COVID-19, even though they may not be currently undertaking such work for example employees of a company contracted to provide regular services to support work at the border (e.g. laundry, cleaning, disposal of refuse etc)

Further guidance on assessing ‘affected persons’ and the considerations that PCBUs need to take into account for each group can be found in [Appendix 3](#)

Glossary of terms used below can be found in [Appendix 2](#)

Border worker group	Details	Further explanation/examples
Part 1 Groups in relation to managed quarantine facilities	1.1 Workers at managed quarantine facilities	Covers a range of work within roles at facilities, such as health care workers who undertake required COVID-19 testing and medical examinations, and security guards. The size of each facility team depends on facility capacity and extra support required, for example, there are more health workers at a quarantine facility than a managed isolation facility.
	1.2 Workers who transport to or from managed quarantine facilities persons required to be in isolation or quarantine under a COVID-19 order	Covers work within roles that solely involve the transport of persons to and from managed quarantine facilities who must undergo quarantine. Workers in publicly accessible transport are not covered, for example, people who drive regular public bus routes.
Part 2 Groups in relation to managed isolation facilities	2.1 Workers at managed isolation facilities	Covers a range of work within roles at facilities, such as health care workers who undertake required COVID-19 testing and medical examinations, and security guards. The size of each facility team depends on facility capacity and extra support required, for example, there are more health workers at a quarantine facility than a managed isolation facility.
	2.2 Workers who transport to or from managed isolation facilities persons required to be in isolation or quarantine under a COVID-19 order	Covers work within roles that solely involve the transport of persons to and from managed isolation facilities who must undergo isolation. Workers in publicly accessible transport are not covered, for example, people who drive regular public bus routes.

Border worker group	Details	Further explanation/examples
Part 3 Groups in relation to affected airports	3.1 All airside workers (other than excluded airport persons)	<p>Airside is any part of an affected airport that is accessible to international travellers arriving or transiting through New Zealand and is controlled by Customs and the Aviation Security Service. It is an area not accessible to the general public. The types of roles which involve work likely to be covered are Civil Aviation Authority of New Zealand staff (including the Aviation Security Service), cleaning and airline gate staff who work in the airside areas for non-quarantine free travel (QFT) international arrivals. Workers in these types of roles are not covered if they:</p> <ul style="list-style-type: none"> <li>only interact with international departing passengers (other than international transiting passengers); or</li> <li>only work in areas that are inaccessible to international arriving or international transiting passengers, and do not interact with international arriving or international transiting passengers on the landside.</li> </ul>
	3.2 All landside workers who interact with international arriving or international transiting passengers (other than those arriving on QFT flights)	<p>Landside is any part of the airport that is not airside. Some examples of workers covered are Civil Aviation Authority of New Zealand staff (including the Aviation Security Service) and duty-free workers who are likely to interact with international passengers who arrive or transit through New Zealand on non-quarantine free flights. However, a retail worker, for example, in the landside area of the airport who does not interact with these passengers is not covered.</p>
	3.3 Baggage handlers who work at affected airports and who handle baggage from affected aircraft	<p>Only baggage handlers who work at international airports and remove or handle baggage from a non-QFT aircraft.</p>
	3.4 Persons (other than excluded airport persons) who enter enclosed space on board affected aircraft	<p>Covers workers who enter enclosed spaces on board an aircraft that has arrived from a non-QFT destination. Some examples include aircraft cleaners, caterers or mechanics who board an aircraft to carry out their duties.</p>
Part 4 Groups in relation to affected ports See specific guidance in <a href="#">Section 2.3.1</a> )	4.1 All workers (other than excluded port persons) who board affected ships	<p>.</p> <p>Examples of workers who board ships include ship agents and service people:</p> <ul style="list-style-type: none"> <li>Ship agents act as an intermediary on behalf of ship owners, conducting various duties while the ship is moored in the New Zealand port. The agent may board a ship and/or remove items when carrying out day-to-day operational duties, such as managing the supply of fuel, provisions and staff)</li> </ul>

Border worker group	Details	Further explanation/examples
		<ul style="list-style-type: none"> <li>Service people (a range of technicians) may board ships for maintenance and repair work which may involve the removal of items (e.g. part of a pipe) for repair offsite.</li> </ul> <p>Note, the groups of workers included in Item 4.1 do not include any person who is in isolation or quarantine on a ship under a COVID 19 order.</p>
	4.2 Pilots (other than excluded port persons) carrying out work on or around affected ships	Maritime pilots means any person not being the master or a member of the crew of the ship who has the conduct of [the navigation of] the ship.
	4.3 Stevedores (other than excluded port persons) carrying out work on or around affected ships	<p>Only stevedores (a person employed at a dock to load and unload ships) who work at a port that receives vessels arriving from an international location outside New Zealand. This does not include people who work <b>exclusively</b> around a ship <b>AND</b> are within a confined environment, such as a standard cabin, crane cabin, truck/tractor unit, loader or other heavy machinery, or a building. In this context a worker is not required to be vaccinated because they are in a confined space with reduced atmospheric exposure and therefore at a significantly lower risk of being exposed to or transmitting the COVID-19 virus.</p> <p>NOTE, if a stevedore also occasionally works or is anticipated to work on or around a ship, which is <b>not</b> undertaken in a confined environment, then they are captured by the VO.</p>
	4.4 All workers who transport persons (other than crew) to or from affected ships	Covers work within roles that solely involve the transport of persons to and from an affected ship. Publicly accessible transport workers are not covered, for example, people who drive regular public bus routes.
	4.5 All other port workers (other than excluded port persons) who interact with persons required to be in isolation or quarantine under a COVID 19 Order	Covers a range of work at a port which does not necessarily involve boarding a ship. Workers who are in isolation or quarantine on a ship under a COVID-19 order are not covered. Some Maritime New Zealand staff would be covered.
Part 5 Groups in relation to aircraft	5.1 Aircrew members	Covers aircrew members who meet particular requirements. This includes cabin crew for managed quarantine and isolation domestic and non-QFT international flights (see specific guidance in <a href="#">section 2.3.2</a> ), as well as other crew flying internationally on non-QFT flights (e.g. crew working in the cockpit) including aircrew working on freight (as opposed to passenger) aircraft

Border worker group	Details	Further explanation/examples
	5.2 Workers at accommodation services (other than private dwellinghouses) where relevant aircrew members are self-isolating	Covers a range of work within roles at facilities, such as accommodation staff and security guards. Facilities that provide these isolation services include 'the M Social' (Auckland).
Part 6 Groups in relation to affected items	6.1 Workers who handle affected items within 72 hours of removal of items from managed quarantine facilities and who have contact with MIQ workers or transport workers while both are working*	Covers a range of work within roles for people who routinely provide services that involve: the removal of items <sup>6</sup> from managed quarantine facilities; <u>and</u> interaction with affected persons from managed quarantine or isolation facilities. Workers who do not interact with managed quarantine or isolation workers are not covered, for example, workers who only pick up laundry without having contact with other workers at the location of pick up. * Note, "while both are working" includes meal breaks if the meal break occurs in a work setting.
	6.2 Workers who handle affected items within 72 hours of removal of items from managed isolation facilities and who have contact with MIQ workers or transport workers while both are working*	Covers a range of work within roles for people who routinely provide services that involve: the removal of item from managed isolation facilities; <u>and</u> interaction with affected persons from managed quarantine or isolation facilities. Workers who do not interact with managed quarantine or isolation workers are not covered, for example, workers who only pick up laundry without having contact with other workers at the location of pick up. * Note, "while both are working" includes meal breaks if the meal break occurs in a work setting
	6.3 Workers who handle affected items within 24 hours of removal of items from affected aircraft and who have contact with airport workers or aircrew while both are working*	Covers a range of work for people who routinely provide services that involve: the removal of items from aircraft arriving from outside of New Zealand (except for aircraft undertaking QFT flights); <u>and</u> interact with affected persons who work at or close to affected airports or aircraft. For example, a servicing technician who has handled life jackets removed from an international aircraft and had contact with another air border worker who is also required to be vaccinated to undertake their work. Meeting both criteria is the necessary trigger (i.e. have contact with affected persons and handle an affected item.) * Note, "while both are working" includes meal breaks if the meal break occurs in a work setting.

<sup>6</sup> "Affected items" can range from: machinery or equipment, or parts, removed for repair or service, firefighting and lifesaving equipment removed for repair or service, laundry; garbage or garbage containers, including expired medical stores for disposal. Note, an item which is an affected item because it has been removed from an MIQ facility, affected ship or affected aircraft, will remain an affected item until 72 hours after its removal from an MIQ facility or affected ship, or until 24 hours after its removal from an affected aircraft

Border worker group	Details	Further explanation/examples
	6.4 Workers who handle affected items within 72 hours of removal of items from affected ships and who have contact with port workers while both are working*	Covers a range of work within roles for people who routinely provide services that involve: the removal of items from ships arriving from outside of New Zealand; <u>and</u> interact with affected persons who work at or close to affected ports, <u>while</u> both are working. * Note, “while both are working” includes meal breaks if the meal break occurs in a work setting.

Table 3: Groups of border workers who must be vaccinated under the VO<sup>7</sup>


---

<sup>7</sup> As per schedule 2 of the Vaccinations Order 2021

## 2.3 Specific guidance on application of the <sup>Document 1.</sup> Vaccinations Order in the Maritime border context

The policy intent of the Vaccinations Order (VO) is to prevent, and limit the risk of, the outbreak or spread of COVID-19 by requiring certain work in high-risk settings to be carried out by workers who are vaccinated.

As noted above, the VO applies to roles where it is anticipated that the person may in future be required to undertake duties that put them at risk, even though they may not be currently undertaking such work. Further guidance on assessing scope of workers affected by the VO can be found in [Appendix 3](#)

### 2.3.1 Circumstances in which port workers are required to be vaccinated

There are two key pathways in which workers in port settings are required to be vaccinated under the VO:

1. They belong to a group of workers outlined in in schedule 2 of the VO (see Table 3 above)
  - All persons who board ships
  - Pilots carrying out work on or around affected ships
  - Stevedores carrying out work on or around affected ships
  - All persons who transport persons (other than crew) to or from affected ships
  - All other port workers who interact with persons required to be in isolation or quarantine under a COVID-19 order

**OR**

2. They work at a place where they will/do handle items that were removed from an affected ship, **and** answer **YES** to all the conditions relating to handling affected items below:
  - A. The worker has/will handle affected items apart from cargo or freight that has been removed for cleaning disposal or re-use from an affected ship **AND**
  - B. The worker has/will handle affected items within 72 hours of their removal from the affected ship **AND**
  - C. The worker has/will spend 15 minutes or more either in a face to face setting (within 2 metres), OR in a confined space (within 2 metres) with someone who is required to be vaccinated because they belong to a group of worker outlined above (e.g boards an affected ship, is a stevedore carrying out work on or around an affected ship).

**A worker is not required to be vaccinated where they answer NO to one of more of the conditions.**

### 2.3.2 What are affected items in a port setting?

An affected item is an item that is not cargo or freight, and has been removed from an affected ship for cleaning, disposal and/or re-use.

In the maritime context, affected items might include (not an exhaustive list):

- Machinery or equipment, or parts, removed from an affected ship for repair or service
- Firefighting and lifesaving equipment removed from an affected ship for repair or service
- Laundry, removed from an affected ship, (noting laundry would usually be done on board)
- Garbage or garbage containers, including expired medical stores, removed from an affected ship for disposal.
- Items that originate from an affected ship rather than the dock, for example mooring lines, tug (tow) lines, reefer cables, heaving lines

As noted above handling affected items on their own does not trigger a requirement to be vaccinated

### 2.3.3 Detailed examples of the circumstances in which workers are required to be vaccinated

#### Example 1 – Workers who board ships

A port worker boards a ship to remove safety equipment from a ship that has arrived at a port from overseas port. The ship's agent requires a routine maintenance check on some of the ship's safety equipment to be done offsite by a local marine equipment servicing technician. The day after removing the safety equipment, the port worker transports the safety equipment to the workshop in town. The port worker has a conversation with the servicing technician in close proximity (within 2 metres) for more than 15 minutes. They discuss the details of equipment and what needs to be covered by the maintenance check, dealing with paperwork and arranging to collect equipment on completion of the work to return it to the ship for re-use. While in the workshop another technician in the workshop assists the first technician to check and repair the safety equipment. This second technician handle the equipment within 72 hours of its removal from an affected ship. The second technician has had contact with the first technician.

#### In this example who is required to be vaccinated and why

The safety equipment is an affected item because it is being removed for the purpose of "re-use" ie removed for a maintenance check to ensure it is still fit for purpose for future safe re-use on the ship.

The port worker is an affected person and required to be vaccinated because they regularly board affected ships and remove items in the course of their work, ie one of the group of workers identified in the VO.

The first servicing technician is also an affected person and required to be vaccinated as they have handled the safety equipment within 72 hours of its removal from the ship and spent more than 15 minutes interacting in close contact (within 2 metres) with the affected port worker.

The second servicing technician is not an affected person and not required to be vaccinated as although they handled the affected item within 72 hours of its removal from the ship, they did not have direct contact with the port worker.

#### Example 2 – Workers contracted to provide services who board ships or interact with affected persons

Two workers from a medical supplies company contracted to a shipping line board a ship shortly after it docked, accompanied by a port worker. The ship has recently arrived from an overseas port. They remove several large plastic bags of used medical and first aid products and also restock the ship's medical / first aid supplies. The plastic bags and their contents are intended for disposal. Once back at the medical supplies company, the workers give the used medical / first aid supplies to a colleague to dispose of safely. The workers have a conversation with the colleague in close proximity (within 2 metres) for less than 5 minutes.

#### In this example who is required to be vaccinated and why

The bags are an affected item because they are items removed from the ship for the purpose of disposal

The port worker is an affected person and required to be vaccinated because they regularly board affected ships and remove items in the course of their work, ie one of the group of workers identified in the VO

The medical supplies workers who accompanied the port worker are also affected persons and required to be vaccinated as they regularly board ships in the course of removing and disposing of medical and first aid products, services which they are contracted to provide ie one of the group of workers identified in the VO.

The colleague in the medical supplies company is not an affected person and not required to be vaccinated because while they handled the used medical / first aid supplies within 72 hours of their removal from the

ship, they did not spend more than 15 minutes interacting in close contact (within 2 metres) with the medical supplies workers who boarded the ship.

### Example 3 – Port worker working around a ship

A foreign crew member on board a ship that has arrived from an overseas port throws a line from the ship to a port worker standing at the dock (around a ship). The port worker secures the mooring line to bollards on the dock. The ship has a low freeboard which contributes to the port worker interacting with the foreign crew members in close proximity (within 2 metres) for 5 minutes.

#### In this example who is required to be vaccinated and why

The mooring line is an affected item because they are items removed albeit temporarily from the ship for the purpose of 're-use'

The foreign crew members are not an affected persons because foreign crew are not one of the group of workers identified in the VO.

The port worker is not an affected person and not required to be vaccinated because while they work around the ship, and tied the mooring line (affected item) to the dock within 72 hours of its removal from the ship, (and routinely undertake that work), they do not belong to one of the groups under the VO required to be vaccinated (i.e. they are not a stevedore or pilot) and did not interact in close proximity with the crew member for 15 minutes or more.

### Specific examples on handling mooring lines around a ship and where the VO does and does not apply

**Example 4a:** A port worker who is not an affected person handles a mooring line without interacting with anyone else

The mooring line is an affected item because it has come from an affected ship.

However, while handling the mooring line, the port worker does not interact with anyone else.

The port worker does not become an affected person (who is required to be vaccinated) because, when they were handling the mooring line, they did not interact with another affected port worker while both were working.

**Example 4b:** A port worker who is not an affected person handles a mooring line while interacting with another port worker who is also NOT an affected person

The mooring line is an affected item because it has come from an affected ship.

However, while handling the mooring line, the person with whom the port worker interacts is not an affected person.

The port worker has therefore not become an affected person (who is required to be vaccinated) because, when they were handling the mooring line, they did not interact with another affected port worker while both were working.

**Example 4c:** A port worker who is not an affected person handles a mooring line while interacting with another port worker who is an affected person

The mooring line is an affected item because it has come from an affected ship.

While handling the mooring line, the port worker interacted with another port worker who is an affected person.

The port worker HAS BECOME an affected person under the Vaccinations Order

The first port worker has therefore become an affected person (who is required to be vaccinated) because, when they were handling the mooring line, they interacted with an affected port worker while both were working.

## 2.4 Specific guidance on application of the Vaccinations Order in the Air border context

Schedule 2 of the VO specifies the groups that the VO applies to. In addition to the information outlined in Table 3 above and Appendix 2 and 3, there are several circumstances which require the following types of aircrew to be vaccinated in the circumstances specified:

Types of aircrew	Circumstances
<p>New Zealand resident cabin crew to be vaccinated if they work on international flights, unless those flights are QFT flights</p>	<p><i>Circumstances where aircrew who work on QFT flights must be vaccinated</i></p> <p>QFT (to or from a country or area within a country) operates on the basis that there is a low risk of an outbreak or spread of COVID-19. These international flights are classified as green flights, and cabin crew working on these international flights are exempt from meeting the requirements of the VO.</p> <p>Non-QFT flights are classified as red flights, and cabin crew on these international flights are therefore required to isolate or quarantine at a managed isolation or quarantine facility. Because there is a higher risk of contracting or spreading COVID-19, cabin crew on these flights are required to meet the requirements of the VO</p> <p>Where the risk an outbreak or spread of COVID-19 increases, QFT flights maybe suspended. This means that international flights previously classified as green flights change to red flights, albeit temporarily. In these circumstance the status of cabin crew working on those international flights also changes and is consequently captured by the VO.</p> <p>The VO requires these workers to be vaccinated even where at some known or unknown time in the short-term or medium-term future, their work settings may cease to be high-risk, the rationale behind this is due to heightened risk contracting or transmitting COVID-19</p>
<p>Cabin crew who travel on a domestic flight within New Zealand that carries international arriving or international transiting passengers (other than QFT persons) who have not yet completed isolation or quarantine at a managed isolation or quarantine facility.</p>	<p>Similarly, where QFT flights are suspended, the status of QFT persons who are identified as low risk, also changes to high risk. Cabin crew who in eract with arriving or transiting international passengers are consequently captured by the VO.</p> <p>The VO requires these workers to be vaccinated, even where at some known or unknown time in the short-term or medium-term future, their work settings may cease to be high-risk. The rationale behind this is due to their heightened risk contracting or transmitting COVID-19</p>
<p>Other New Zealand resident persons who are identified as crew members on a crew manifest for an affected aircraft that has travelled internationally AND have an international layover (whether airside or landside) during that travel, for example pilots</p>	<p>Other aircrew, who are not defined as cabin crew such as pilots, are only considered aircrew for the purposes of the VO if they are based in NZ, fly internationally on a non-QFT flight and while overseas have an international layover, either landside or airside.</p> <p>A layover is defined for the purpose of this guidance as an overnight stay in a hotel, as opposed to a stopover for a number of hours during a single day where the pilots remain within the airport facility or remain in the airplane between flights.</p> <p>Note the stay at the hotel would ordinarily be landside at external hotels, however some airports, e.g. Singapore, do have hotels which are attached to the airport for use by international transiting passengers (and probably also aircrew) and which could be deemed</p>

	<p>airside. If aircrew stayed overnight at one of these hotels, that would constitute an airside layover.</p> <p>The VO requires these workers to be vaccinated, only where all of the above circumstances are met.</p> <p>There is no requirement for the international layover to be scheduled (or routine) in order for the worker to fall within this definition. Any travel by crew members (including pilots) that involves a scheduled or unscheduled (ie potential) international layover will require the worker to be vaccinated.</p> <p>The VO defines an affected aircraft as one which has arrived from a location outside New Zealand on a non-QFT flight. The VO therefore applies to all New Zealand resident aircrew flying international (on non-QFT flights), whether on passenger or freight aircraft.</p> <p>See also the definition of affected persons in section 2.2.1. ie an affected person means a person who belongs to a group (or whose work would cause them to belong to a group). The definition of affected person also includes workers who will undertake work in future even though they may not be currently undertaking that work. Each PCBU must assess whether the work that workers undertake or will in future undertake results in them becoming an affected person and therefore required to be vaccinated.</p>
--	--

Table 4 Considerations for PCBUs in relation to 'aircrew'

RELEASED UNDER THE OFFICIAL INFORMATION ACT 2002

### 3. Key responsibilities under the Vaccinations Order

#### 3.1 Details of roles

The table below outlines the roles and responsibilities of PCBUs, affected persons, MoH and DHBs under the VO in relation to keeping vaccination records and ensuring only vaccinated workers undertake certain work.

	Border-facing PCBUs/Employers <sup>8</sup>	Affected persons (border workers) <sup>9</sup>	MoH/DHBs
In relation to the VO	<ul style="list-style-type: none"> <li>Must determine whether a person is a service worker (employed or engaged by the State Services or Defence Force) or not a service worker (privately employed worker)</li> <li>Must assess whether a worker is an "affected person"<sup>10</sup> (also see <a href="#">Appendix 3</a>)</li> </ul>	<ul style="list-style-type: none"> <li>Must get vaccinated if they fall into one of the affected groups listed in <a href="#">Table 3</a> (in order to begin, continue or resume working in their present role)</li> <li>Government border workers must have had their 1<sup>st</sup> dose by 26 August and 2<sup>nd</sup> dose no more than 35 days after the 1<sup>st</sup> dose</li> <li>Privately employed border workers must have had their 1<sup>st</sup> dose by 30 September and 2<sup>nd</sup> dose no later than 35 days after the 1<sup>st</sup> dose</li> <li>After the dates above, any new workers covered by the VO will need to have their 1<sup>st</sup> dose before starting work.</li> </ul>	<ul style="list-style-type: none"> <li>MoH has developed the BWTR to keep records of affected persons and their COVID-19 vaccinations</li> <li>MoH must maintain and monitor the BWTR</li> <li>MoH must provide PCBU/employer with access to the BWTR if the PCBU/employer has provided written confirmation that the PCBU employs or has engaged the affected person to carry out certain work</li> </ul>
In relation to vaccination records	<ul style="list-style-type: none"> <li><a href="#">Register PCBU/employer on the BWTR</a><sup>11</sup> (if new)</li> <li>Provide factsheets for workers which outline the information that PCBUs will share about them<sup>12</sup></li> <li>Enter contact details of affected persons (or update if already on</li> </ul>	<ul style="list-style-type: none"> <li>Receive factsheets from employer about the information they will share about workers</li> <li>Must provide their employer with their contact details</li> <li>Advise the employer after they have received their first and then second doses of the vaccine.</li> <li>Border worker must provide employer with written confirmation where a suitably qualified medical</li> </ul>	<ul style="list-style-type: none"> <li>Workers' details contained on the BWTR and vaccination status contained on the COVID-19 Immunisation Register (CIR) will automatically upload.</li> <li>Information added to CIR when a new or returning MIQ border worker has been updated in the BWTR as requiring COVID-19 vaccination.</li> </ul>

<sup>8</sup> [Appendix 6 - Border Worker Process Map](#)

<sup>9</sup> [Appendix 7 - Border Worker Household Contacts Process Map](#)

<sup>10</sup> [Find out if a worker must get vaccinated | Unite against COVID-19 \(covid19.govt.nz\)](#)

<sup>11</sup> Note the information is linked to the Border Workforce Testing Register (BWTR), which is also maintained by the Ministry.

<sup>12</sup> Before a PCBU uploads any information to the BWTR/CIR they must share these factsheets because it contains important information about privacy. As with all employee information, PCBUs need to take responsibility for it in accordance with the Privacy Act 2020 and keep this information secure and confidential.

	Border-facing PCBUs/Employers <sup>8</sup>	Affected persons (border workers) <sup>9</sup>	MoH/DHBs
	<p>BWTR), before they carry out certain work</p> <ul style="list-style-type: none"> <li>• Apply for a vaccination override by emailing <a href="mailto:bwtrsupport@health.govt.nz">bwtrsupport@health.govt.nz</a> to view vaccination status of an employee</li> <li>• Check vaccination status of workers</li> <li>• Must meet record keeping requirements on the BWTR, including where there is a change of employment status. See <a href="#">Appendix 4</a> for further details on these requirements.</li> <li>• Can contact MoH for advice, support or clarification on: <a href="mailto:bwtrsupport@health.govt.nz">bwtrsupport@health.govt.nz</a></li> </ul>	<p>practitioner certifies that it is inappropriate for them to be vaccinated</p> <ul style="list-style-type: none"> <li>• Note that when a worker is entered into the BWTR, their name, contact details and NHI are then uploaded into the CIR. When a worker is vaccinated, their CIR record is updated to reflect this.</li> <li>• Note that worker information will be held and managed in accordance with the Privacy Act 2020 and Health Information Privacy Code 2020.</li> <li>• Note that worker information can only be accessed by the employer and authorized enforcement officers</li> </ul>	<ul style="list-style-type: none"> <li>• DHBs will extract information to manage priority vaccination bookings.</li> </ul>
In relation to getting a vaccination	<ul style="list-style-type: none"> <li>• Notify, educate and support affected workers of their responsibility to get vaccinated.</li> <li>• Notify workers of any arrangement with the DHB in their region for vaccinating MIQ or border workers</li> <li>• Not prevent any worker from being vaccinated, if their appointment to be vaccinated falls within their working hours</li> </ul>	<ul style="list-style-type: none"> <li>• Speak to employer, peer, union or GP to find out more about getting vaccinated, the vaccination process or the vaccination itself</li> <li>• Speak to employer about any special arrangements that have been made with the DHB in their region</li> <li>• Receive an invitation from the local DHB or use the code provided to access priority appointments</li> <li>• Book or register for their vaccine by going onto the <a href="#">Book My Vaccine</a> website, or by calling the COVID Vaccination Healthline on 0800 28 29 26 8am-8pm, 7 days a week. When booking a vaccination, workers must advise they are a border worker and the dose interval will be adjusted to 35 days for them</li> </ul>	<ul style="list-style-type: none"> <li>• DHBs may make special arrangements with PCBUs for vaccinating MIQ or border workers where possible</li> <li>• DHBs will prioritise booking MIQ or border workers and their whānau (Group 1) for a vaccination</li> <li>• DHBs may contact workers about booking their vaccination appointments or facilitate special arrangements for vaccinating MIQ or border workers or arrange a priority booking through a Community Vaccination site</li> <li>• DHBs will co-ordinate an appointment for the second vaccination.</li> </ul>

	Border-facing PCBU/Employers <sup>8</sup>	Affected persons (border workers) <sup>9</sup>	MoH/DHBs
		<ul style="list-style-type: none"> <li>• <b>Note:</b> workers can get someone else to book their vaccination appointments for them, they just need to confirm that person has their permission.</li> <li>• Email <a href="mailto:bordersectorvaccinations@health.govt.nz">bordersectorvaccinations@health.govt.nz</a> if workers need help or to raise issues with getting an appointment</li> </ul>	

Table 5: Summary of key responsibilities

### 3.2 Note about protecting the privacy of worker information

Keeping worker health information secure is important, and the MoH takes this responsibility very seriously. Access to the BWTR/CIR is limited to those with logon access rights, and all access is recorded and can be audited.

Only PCBUs/employers and the MoH BWTR support team can see information about MIQ or border workers in the BWTR/CIR. On a “need to know” basis, some other MoH staff can see anonymised information from the BWTR/CIR to assist with the COVID-19 response.

Workers’ information is held and managed in accordance with the [Privacy Act 2020](#) and the [Health Information Privacy Code 2020](#). In addition, all information stored in the BWTR/CIR is held securely in compliance with [Ministry of Health standards](#).

Information supplied to the BWTR/CIR will be securely stored for the duration of the COVID-19 pandemic response, and then it will be destroyed. Any worker wanting to know what information is held about them on the BWTR/CIR can contact the MoH at: [information@health.govt.nz](mailto:information@health.govt.nz).

### 3.3 Vaccinating household contacts

While household contacts of border staff are not required to be vaccinated under the VO, the Government has recognised that as close contacts of workers who work in high-risk settings, it is important that they are also prioritised and given the opportunity to be vaccinated.

## 4. Exceptions and Exemptions

The Government wants everybody who is carrying out work at the border (or handling affected items) to be vaccinated. There are very few exceptions to this.

### 4.1 Health exception

Workers who handle affected items may be exempt from the requirement to be vaccinated if:

- a suitably qualified health practitioner considers it would be inappropriate for the person to be vaccinated; and
- a suitably qualified health practitioner provides written confirmation of that assessment

A general practitioner (GP) or qualified health professional are examples of people who could provide an exempt on. A worker who obtains an exemption from getting vaccinated must notify and provide written confirmation of the exemption to the Ministry of Health on request.

### 4.2 Significant supply chain disruption

A PCBU may apply to the Minister for COVID-19 Response for a named worker to be exempted if it is necessary to promote the purpose of the COVID-19 Public Health Response Act 2020 and prevent disruption to essential supply chains.

The application must be submitted by a PCBU for a **named worker**. The Minister for COVID 19 Response decides if an exemption should be granted to a worker. The process is administered by the Ministry of Transport. Learn more about applying for a supply chain exemption [here](#).

### 4.3 Other exceptions

An unvaccinated person may be permitted to enter and carry out work covered by this VO, if the work is unanticipated, necessary and time-critical and cannot be carried out by a person who is vaccinated; and it must be carried out to prevent the workplace from ceasing operations.

Exceptions in these circumstances may only be granted by the responsible government chief executive.

A person who is not vaccinated may enter a place without approval if they need to enter to preserve or protect a person's life, health or safety in an emergency; or they are authorised or required to by law.

## 5. Specific responsibilities in relation to monitoring and compliance under the Vaccinations Order

### 5.1 If a border worker does not get vaccinated

Border workers who remain unvaccinated after the requirements come into effect will need to discuss options with their employer. They will not be able to continue working in a border environment until they are vaccinated.

	Border-facing PCBUs/Employers	Affected persons (border workers)	MoH	Worksafe
In relation to compliance	<ul style="list-style-type: none"> <li>From 26 August for State Services or Defence workers, /PCBUs, must not allow an affected person to carry out certain work unless satisfied that the affected person has had the 1<sup>st</sup> dose and then the 2<sup>nd</sup> dose no later than 35 days after the 1<sup>st</sup> dose</li> <li>From 30 September, employers/PCBUs must not allow an affected person to carry out certain work unless satisfied that the affected person has had the 1st dose, and then the 2nd dose no later than 35 days after the 1st dose</li> <li>Must make the records it makes under the VO available to an enforcement officer (MoH or Worksafe) for investigation and enforcement purposes</li> <li>Need to work with an unvaccinated employee to consider any other work they could undertake within their organisation</li> <li>After the above dates, if the PCBU allows unvaccinated workers to carry out certain work they are committing</li> </ul>	<ul style="list-style-type: none"> <li>After 26 August, State Services or Defence workers must not continue working in a border facing role until vaccinated</li> <li>After 30 September, privately employed workers must not continue working in a border facing role until vaccinated</li> <li>Need to work with their employer to consider any other work they could undertake within the organisation</li> <li>If an agreement can't be reached, will need to contact the Ministry of Social Development to find alternative employment</li> </ul>	<ul style="list-style-type: none"> <li>From 26 August MoH will monitor compliance of State Services or Defence Force workers on the BWTR</li> <li>From 30 September MoH will monitor compliance of privately employed workers on the BWTR</li> <li>MoH will check the BWTR and CIR for vaccination status, including checks with MIQF as appropriate</li> <li>Where there are unvaccinated workers on the BWTR, MoH will contact the relevant PCBU about the accuracy of data and actions required to comply</li> <li>Must make the records of non-compliant affected persons available to Worksafe</li> </ul>	<ul style="list-style-type: none"> <li>From 26 August, Worksafe may issue a PCBU (State Services or Defence workers) with an infringement fee of \$300 or a court fine not exceeding \$1,000 for every worker found to be non-compliant</li> <li>From 30 September Worksafe may issue a PCBU (privately employed workers who are not service workers) with an infringement fee of \$300 or a court fine not exceeding \$1,000 for every worker found to be non-compliant</li> <li>NOTE: The VO also provides for heavier penalties for intentionally failing to comply with a COVID-19 order</li> </ul>

	Border-facing PCBUs/Employers	Affected persons (border workers)	MoH	Worksafe
	<p>an offence under the COVID-19 Public Health Response Act 2020.</p> <ul style="list-style-type: none"> <li>• See <a href="#">Guidelines for employers of unvaccinated border workers</a><sup>13</sup></li> </ul>			

Table 6: Summary of specific responsibilities in relation to monitoring and managing compliance

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT 1982

<sup>13</sup> See also <https://www.employment.govt.nz/leave-and-holidays/other-types-of-leave/coronavirus-workplace/covid-19-vaccination-and-employment/questions-and-answers-employers/>

## Appendix 1 - Summary of Vaccinations Order and amendments

Vaccinations Order	Commencement date	Summary
Original	1 May 2021	The <a href="#">COVID-19 Public Health Response (Vaccinations) Order 2021</a> (VO) has made it a requirement for a narrow group of border workers and Government officials working at the border or an MIQ facility to be vaccinated against COVID-19.
1st amendment	14 July 2021	This amendment came into force on 14 July 2021, it broadened the VO by making it a requirement for most border workers and Government officials undertaking certain work or anticipated to undertake certain work at MIQF, affected airports and affected ports to be vaccinated against COVID-19

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT 1982

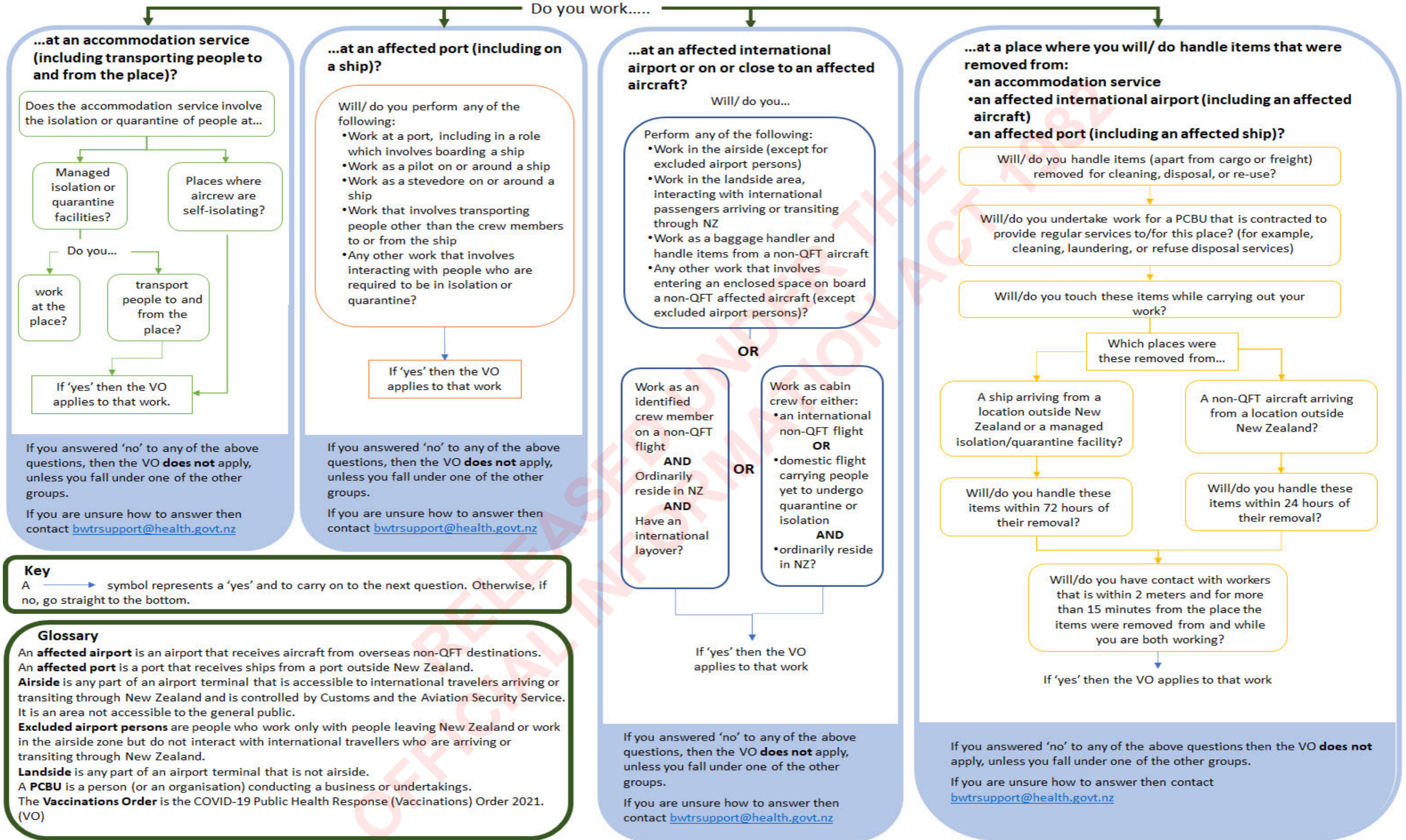
## Appendix 2 – Glossary of terms used in Table 3

Terms	Definition
Who is an affected person?	An affected person is a person who belongs to a group <sup>14</sup> (or whose work would cause them to belong to a group)
What is an affected airport?	Any airport that receives an aircraft not on a quarantine-free travel (QFT) flight from a location outside New Zealand is an affected airport. Currently, only Auckland and Christchurch International Airports are affected airports because they receive regular international flights. While Wellington and Queenstown Airports can also receive international flights, they receive only QFT flights (when QFT flights are occurring) and so are not affected airports. Other airports will also be affected airports when they resume receiving international non-QFT flights. In those circumstances, where an affected airport receives QFT flights, all airside workers at that airport must be vaccinated – regardless of whether they interact with green or red (non-QFT) flights – because they work at an affected airport
What is airside?	Airside is any part of an affected airport that is inaccessible to the general public but that is accessible to international arriving or international transiting passengers (for example, a civil aviation security area or a Customs-controlled area).
What is an affected aircraft?	An affected aircraft is an aircraft (other than one undertaking a QFT flight) that arrives from a location outside New Zealand
Who is an excluded airport person?	Excluded airport persons are not required to be vaccinated. They are: <ul style="list-style-type: none"> <li>Workers at an affected airport, who interact only with international <i>departing</i> passengers (other than international transiting passengers); or</li> <li>Workers on the airside of the affected airport, who work only in areas that are inaccessible to international arriving or international transiting passengers and who do not interact with international arriving or international transiting passengers on the landside of the affected airport.</li> </ul>
Who is an aircrew member?	Aircrew member means any of the following persons: <ul style="list-style-type: none"> <li>Cabin crew who: <ul style="list-style-type: none"> <li>are ordinarily resident in New Zealand; and</li> <li>work on an international flight (other than a QFT flight) on or after 15 July 2021; Or</li> <li>on or after 15 July 2021, travel on a domestic flight within New Zealand that carries international arriving or international transiting passengers (other than QFT persons) who have not yet completed isolation or quarantine at a managed isolation or quarantine facility.</li> </ul> </li> <li>Other persons who: <ul style="list-style-type: none"> <li>are ordinarily resident in New Zealand; and</li> <li>are identified as crew members on a crew manifest for an affected aircraft that has travelled internationally on or after 15 July 2021; and</li> <li>have an international layover (whether airside or landside) during that travel</li> </ul> </li> </ul> <p>* Note, the VO does not specify only passenger aircraft flying internationally, so it applies to aircrew on both passenger and freight aircraft.</p>
What is an affected port?	An affected port is a port where a ship arrives from a location outside New Zealand. Ports most likely to be affected by the requirements of the VO on an ongoing basis are: Northport (Marsden Point), Ōpua (Bay of Islands), Marsden Cove, Tauranga, Auckland (Waitematā and Manukau), Port Taharoa (Waikato), Napier, Eastland Port (Gisborne), Taranaki, CentrePort (Wellington), Nelson, Marlborough, Otago, Lyttelton, Primeport (Timaru), Southport (Bluff) and Tiwai Point. Note: some ports will be classed as affected ports only periodically.
What is an affected ship?	An affected ship is a ship with any person or persons on board who are required to be isolated or quarantined under a COVID-19 order.
Who is an excluded port person?	An excluded port person is a person who is in isolation or quarantine on a ship under a COVID-19 Order (generally, the Maritime Border Order.)
What is an affected item?	An affected item is an item that is not cargo or freight, and has been removed from an affected ship, aircraft or MIQ facility* for cleaning, disposal and/or re-use. In the aviation and maritime context, affected items might include: <ul style="list-style-type: none"> <li>Machinery or equipment, or parts, removed from an affected ship or aircraft for repair or service</li> <li>Firefighting and lifesaving equipment removed from an affected ship or aircraft for repair or service</li> <li>Laundry, removed from an affected ship or aircraft, (noting laundry would usually be done on board)</li> <li>Garbage or garbage containers including expired medical stores, removed from an affected ship or aircraft for disposal.</li> </ul> <p>* Removed from an affected aircraft within the past 24 hours or from an MIQF or affected ship within the past 72 hours Note, this is not an exhaustive list. Please also note that in some cases repairs, servicing or cleaning of machinery or equipment would be carried out on board the aircraft or ship. Note, an item which is an affected item because it has been removed from an MIQ facility, affected ship or affected aircraft, will remain an affected item until 72 hours after its removal from an MIQ facility or affected ship, or until 24 hours after its removal from an affected aircraft</p>

<sup>14</sup> As defined in Schedule 2 of the VO.

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT 1982

Appendix 3 – Vaccinations Order Decision Tree for PCBUs to assess whether a worker is an affected person<sup>15</sup>

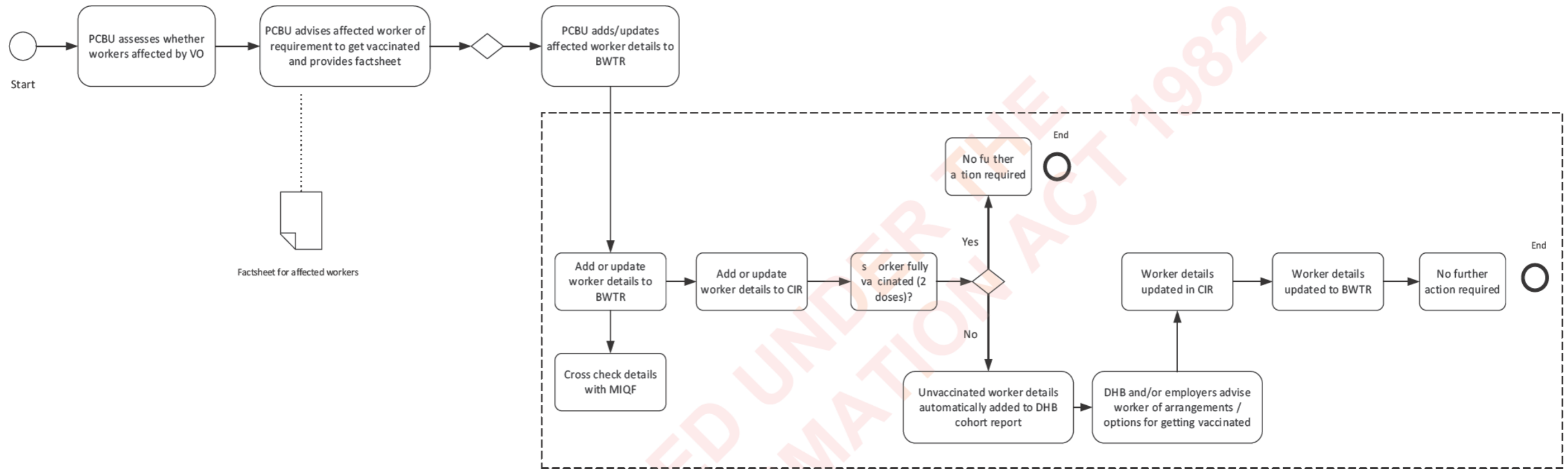


<sup>15</sup> <https://covid19.govt.nz/covid-19-vaccines/how-to-get-a-covid-19-vaccination/vaccinations-and-work/border-and-miq-worker-vaccinations/#who-must-get-vaccinated>

## Appendix 4 – Information in relation to the BWTR/CIR

Terms	Explanation
The role of the BWTR and CIR	<p>Protecting the health of the border workforce is a key priority as New Zealand continues to manage the ongoing threats posed by COVID-19. Therefore, having a reliable, nationwide system to record the COVID-19 vaccination status of border workers is essential for protecting the health of border workers and reducing the chance of COVID-19 entering our communities.</p> <p>From 1 May 2021 it has been mandatory for PCBU/employers to enrol on and use the BWTR to keep records of their employees who are affected persons and therefore required to be vaccinated in order to carry out certain work. The CIR is now linked to the BWTR so that border workers' vaccination status can also be recorded alongside their testing history and requirements.</p> <p>Mandatory use of the BWTR/CIR supports PCBU/employers to meet their obligations to ensure that affected border workers meet their vaccination requirements. Specifically, mandatory and consistent use of the BWTR/CIR by PCBU/employers:</p> <ul style="list-style-type: none"> <li>• Ensures they meet their obligations to keep records that can be easily accessed and converted into written form; and</li> <li>• Ensures their workers know they are required to be vaccinated and the deadlines for them to receive their first and second doses of the vaccine.</li> </ul> <p>Mandatory use of the BWTR/CIR also helps:</p> <ul style="list-style-type: none"> <li>• Increase the accuracy of data held on testing frequency due to its automation function anonymously linking affected worker test results to their NHI (National Health Index) number; and</li> <li>• Support COVID case investigation, as it facilitates early detection of potential transmission linked to an affected worker during contact tracing by generating a list of close or casual work contacts who might also have been exposed to the same source of the virus.</li> </ul>
How the BWTR & CIR work	The BWTR and CIR are secure, linked databases that record a border worker's testing history and vaccination status. The automated system keeps border workers and PCBU/employers informed about when each border worker needs to be tested, their testing history, the deadlines for them to receive their two doses of the vaccine, and the dates when they are vaccinated.
How PCBU/employers can access them	<p>PCBU/employers are required to enter all necessary and relevant information into the BWTR/CIR on behalf of their affected workers.</p> <p>To enable the BWTR/CIR to match workers to their testing records and vaccination status, each worker's NHI number is needed. PCBU/Employers need to provide the following information about each border worker to enable an NHI match to occur within the BWTR/CIR:</p> <ul style="list-style-type: none"> <li>• full legal name,</li> <li>• date of birth,</li> <li>• address (optional).</li> <li>• Other information held in the Registers includes: <ul style="list-style-type: none"> <li>○ the dates the employee worked and how often they need to be tested (or if they are exempted from testing),</li> <li>○ contact mobile number and contact email address (for reminders if required),</li> <li>○ border worker or employee number (optional),</li> <li>○ the testing option the worker has chosen,</li> <li>○ the deadlines for each worker to receive their two doses of the vaccine,</li> <li>○ the dates when employees received their two doses of the vaccine.</li> </ul> </li> </ul> <p>Employers are expected to support workers in this as part of their health and safety responsibilities to ensure a safe working environment. This includes helping ensure they meet their obligations to be fully vaccinated. The MoH will monitor the BWTR/CIR and review reporting recorded by PCBU/employers on the BWTR/CIR. It can use the BWTR's/CIR's reporting features to identify whether border workers have been vaccinated.</p>
PCBU/employers not currently registered with the BWTR/CIR	
New PCBU/employers	<p>Email <a href="mailto:BWTRsupport@health.govt.nz">BWTRsupport@health.govt.nz</a> to find out more and to start the onboarding process.</p> <p>If PCBU/employers engage workers within the MIQFs, send an email to MBIE requesting the new employee be added to your team via <a href="mailto:MIQWorkforceTesting@mbie.govt.nz">MIQWorkforceTesting@mbie.govt.nz</a>.</p> <p><b>Important note</b> - PCBU/employers must inform their employees that the BWTR is being used for the purpose of compliance with both the RTO and the VO and that they take responsibility for the information held in accordance with the Privacy Act 2020 and the Health Information Privacy Code 2020 and that they keep this information secure and confidential.</p>
PCBU/employers currently registered with the BWTR and have new or returning employees requiring vaccination	
Add a new employee to the BWTR	<p>If you have a new employee(s) starting work as a border worker(s) and they require a COVID-19 vaccination before starting work, add them to your team within the BWTR and the automated process will be initiated.</p> <p>If you work within the MIQFs, send an email to MBIE requesting the new employee be added to your team via <a href="mailto:MIQWorkforceTesting@mbie.govt.nz">MIQWorkforceTesting@mbie.govt.nz</a>.</p> <p>The new or returning border worker will receive a vaccination invitation or appointment from the local DHB.</p>
Return an existing employee on the BWTR to frontline duties	<p>If you have an employee who has previously been registered on the BWTR and is returning to frontline duties, the automated process will be initiated once you log an attendance in the BWTR. Additionally, you can request that the worker is manually made active within the BWTR, email the Border Health Record and the details of the request to <a href="mailto:bwtrsupport@health.govt.nz">bwtrsupport@health.govt.nz</a>.</p> <p>The new or returning border worker will receive a vaccination invitation or appointment from the local DHB if they haven't already received both doses of the vaccine.</p> <p>Please also contact us if you have questions about vaccination requirements</p>
How to find out more about the BWTR/CIR	<p>The BWTR/CIR is easy to use and has been designed for all PCBU/employers to operate quickly, while providing information in a uniform format back to the Ministry of Health.</p> <p>MoH of Health staff are available to provide ongoing technical support to PCBU/employers on use of the BWTR. Demonstrations showing how the Registers work, and assistance can be arranged by contacting: <a href="mailto:bwtrsupport@health.govt.nz">bwtrsupport@health.govt.nz</a></p>

Appendix 5 – Outline of Border Worker Vaccination Process



RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

# COVID-19

## Health & Disability Worker Vaccinations Order

Guidance document for PCBUs and workers

This Guidance Manual is a living document. Updates and changes will be made and released as required.

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT 1982

## Summary of Changes

Version	Date	Section/ Appendix	Summary of Changes
0.1	22 October 2021		Initial guidance document created.
0.2	23 October 2021		Minor corrections
0.3	26 October 2021		Additional FAQs and wording to improve clarity

## Document Approval

Date	22 October 2021
------	-----------------

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT 1982

# Table of Contents

Summary of Changes .....	2
Document Approval.....	2
Introduction .....	4
1.1 Background.....	4
1.2 Legislative context .....	5
1.3 Purpose .....	5
Vaccination of affected persons undertaking certain work .....	5
2.1 Timeframes for compliance with the Order.....	5
2.2 Scope of the Vaccinations Order .....	6
Key responsibilities under the Vaccinations Order.....	6
3.1 Details of roles.....	6
3.2 Note about protecting the privacy of worker information.....	8
Exceptions and Exemptions.....	8
4.1 Health exemptions.....	8
4.2 Significant health service disruption exceptions .....	9
4.3 Other exceptions .....	10
Specific responsibilities in relation to monitoring and compliance under the Vaccinations Order.....	10
5.1 If an affected person does not get vaccinated.....	10
Appendix 1 - Summary of Vaccinations Order and amendments .....	12
Appendix 2 – Fact Sheet for PCBU Managers .. .. .	13
Who is required to be vaccinated under the Health Order?.....	13
What must employers do between now and 15 November 2021?.....	13
What do I do if a worker is not vaccinated by 11.59pm on 15 November 2021?.....	14
Fact Sheet for Health & Disability Workers. .... .	15
Who is required to be vaccinated under the Vaccination Order?.....	15
What must I do between now and 15 November 2021?.....	15
What happens if I am not vaccinated by 11.59pm on 15 November 2021? .....	15
Appendix 3 – Health Worker Vaccination Order Process.....	16
Appendix 4 – Common questions .....	17
Appendix 5 – Exception and exemptions process map.....	24
Appendix 6 – Who is covered by the Order?.....	25

# Introduction

## 1.1 Background

The New Zealand Government has responded to the global COVID-19 pandemic with a range of public health initiatives.

The Government's goal is to get everyone in Aotearoa New Zealand aged 12 and over vaccinated against COVID-19. The COVID-19 vaccination is free – it doesn't matter what your visa or citizenship status is.

The vaccine that is currently available in New Zealand is the Pfizer/BioNTech COVID-19 Vaccine.

Recognizing that some people are at higher risk of coming into contact with the virus or, because of their age or health status, are more likely to experience poorer outcomes if they do fall ill with COVID-19, the vaccine has been progressively rolled out to people, depending on which one of four groups they are in, as follows:

Groups	Details
<u>Group One</u>	Group 1 includes people working at the border or in MIQ, and the people they live with (household contacts). Border workers undertaking certain work at MIQ facilities, ports and airports who are at the greatest risk of exposure to COVID-19 must get vaccinated.
<u>Group Two</u>	High-risk frontline health workers and their household contacts, and people living in high-risk places Also includes frontline staff who interact with customers, and provide transport and logistic services directly supporting the vaccination programme.
<u>Group Three</u>	People aged 65 and over, and those at risk of getting very sick from COVID-19.
<u>Group Four</u>	Everyone else aged 12 or over with vaccinations to be given to people in five-year age bands in descending order of age

**Table 1: Summary of COVID-19 vaccine rollout groups**

A person needs to receive two doses of the vaccine to be considered fully vaccinated. The standard time for a second dose is between three and six weeks after the first dose.

The Ministry of Health has announced the COVID-19 Public Health Response (Vaccinations) Order 2021 will be updated to require a new set of workers in the health and disability sector to be fully vaccinated by 11.59pm on 1 January 2022.

Vaccination is already mandatory for high-risk roles (including health worker roles) in Border, MIF and MIQ settings. The amendment extends that requirement so that certain roles in the health and disability sector are also covered by this order.

Healthcare and disability workers are a valued and critical part of New Zealand's pandemic response, and early evidence suggests that vaccination may reduce transmission of the Delta variant of COVID-19 and reduce the risk of serious illness, which would burden New Zealand's health system.

Healthcare and disability workers have been able to be vaccinated against COVID-19 since March 2021, and District Health Boards have already achieved significant high rates of voluntary vaccination so far.

Vaccination remains our strongest and most effective tool to protect against infection and disease, and we need as many workers as possible to be vaccinated to allow our health services to respond to the pandemic and deliver everyday health services with as little disruption as possible.

## 1.2 Legislative context

On 11 October 2021, the New Zealand Government announced that health and disability workers will be required to be fully vaccinated against Covid-19 under the *COVID-19 Public Health Response (Vaccinations) Order 2021* ("the Order").

The Order is a legally binding health instruction which requires certain groups of health and disability workers to be vaccinated in order to undertake certain work.

## 1.3 Purpose

This guidance document is designed primarily for Persons Conducting a Business or Undertaking (PCBUs) that employ or engage workers who undertake certain work in settings where healthcare occurs.

This document outlines:

- the purpose and scope of the Vaccination Order
  - the timeframes under the Order
  - the responsibilities of PCBUs under the Order, including assessing whether a worker is an 'affected person'
- implications for PCBUs not meeting their responsibilities under the Order.

This document may also be used by health and disability agencies and other organisations involved in COVID-19 vaccination, or as part of ensuring monitoring and compliance.

This document aims to consolidate and make it easy to find and understand the Order. There may therefore be links to publicly available information, a consolidation of information you have already received, and new information.

This Guidance Manual is a living document. Updates and changes will be made and released as required.

# Vaccination of affected persons undertaking certain work

## 2.1 Timeframes for compliance with the Order

The table below summarises the timeframes that workers under the Order must meet.

	<b>1st dose by 11.59pm on</b>	<b>2nd dose by 11.59pm on</b>
<b>Health &amp; Disability Workers (Affected Persons)</b>	15 November 2021	1 January 2022

**Table 2: Timeframes for compliance with the Order**

Any worker who does not comply with any of the above vaccination deadlines must not work in a role which requires them to be vaccinated under Schedule 2 of the Order.

Accepted vaccines can be found [here](#).

## 2.2 Scope of the Vaccinations Order Document 2

The Government has prioritised health and disability workers for vaccination since March 2021. The Order clarifies those workers who are affected persons for mandatory vaccination from 15 November 2021.

Affected persons include:

- Health practitioners (as defined by the [HPCA](#))
- Workers who carry out work where health services are provided to members of the public by 1 or more health practitioners and whose role involves being within 2 metres or less of a health practitioner or a member of the public for a period of 15 minutes or more
- Workers employed or engaged by certified providers who carry out work at the premises at which the health care services are provided
- Care and support workers

Care and support worker means a person employed or engaged to carry out work that includes going to the home or place of residence of another person (not being the home or place of residence of a family member) to provide care and support services.

## Key responsibilities under the Vaccinations Order

### 3.1 Details of roles

The table below outlines the roles and responsibilities of PCBU's affected persons, MoH and DHBs under the Order in relation to keeping vaccination records and ensuring only vaccinated workers undertake certain work.

	PCBU's/Employers	Affected persons	MoH/DHBs
In relation to the Order	<ul style="list-style-type: none"> <li>• Must determine whether a person is a health and disability worker</li> <li>• Must assess whether a worker is an affected person</li> </ul>	<ul style="list-style-type: none"> <li>• Must get vaccinated if they fall into one of the affected groups listed in <a href="#">Table 2</a> (in order to begin, continue or resume working in their present role)</li> <li>• Health workers must have had their 1<sup>st</sup> dose by 11.59pm on 15 November 2021 and 2<sup>nd</sup> dose by 11.59pm on 1 January 2022</li> <li>• After the dates above, any new workers covered by the Order will need to have their 1<sup>st</sup> dose before starting work.</li> </ul>	<ul style="list-style-type: none"> <li>• MoH has developed the COVID-19 Immunisation Register (CIR) to keep records of COVID-19 vaccinations</li> <li>• MoH must provide PCBU/employer with worker vaccination status information if Privacy Act obligations have been met</li> </ul>
In relation to vaccination records	<ul style="list-style-type: none"> <li>• Maintain a safe, confidential way to record the vaccination status of workers covered by this Order</li> <li>• Seek assurance of the vaccination status of affected persons within their</li> </ul>	<ul style="list-style-type: none"> <li>• Receive factsheets from employer about the information they will share about workers</li> <li>• Must provide and maintain their contact details (telephone and email address) to their employer</li> </ul>	<ul style="list-style-type: none"> <li>• Receive and maintain accurate worker information from PCBU's/Employers for inclusion in the centralised register</li> </ul>

	PCBUs/Employers	Document 2 Affected persons	MoH/DHBs
	<p>responsibility employed by other PCBUs.</p> <ul style="list-style-type: none"> <li>• Provide factsheets for workers which outline the information that PCBUs will share about them</li> <li>• Ensure the contact details of affected persons are captured before they carry out certain work</li> <li>• Check vaccination status of workers by sighting copies of an individual's COVID-19 immunisation status from My Covid Record or other suitable evidence of vaccination</li> <li>• Maintain records where there is a change of employment status.</li> <li>• Provide accurate worker information to MoH for inclusion in the centralised register if required by MoH</li> <li>• Complete a risk assessment with exempted workers to identify and agree risk mitigations for those workers to continue to do their role safely.</li> <li>• Can contact MoH for advice, support or clarification on: <a href="mailto:healthorders@health.govt.nz">healthorders@health.govt.nz</a></li> </ul>	<ul style="list-style-type: none"> <li>• Advise the employer after they have received their first and then second doses of the vaccine</li> <li>• Register on the My Covid Record website and/or provide other suitable evidence of vaccination to provide to the employer.</li> <li>• If an exemption has been sought, provide employer with written confirmation where a suitably qualified health practitioner certifies that it is inappropriate for them to be vaccinated</li> <li>• Note that worker information will be held and managed in accordance with the Privacy Act 2020 and Health Information Privacy Code 2020.</li> <li>• Note that worker information can only be accessed by the employer and authorised enforcement officers</li> <li>• If exempted, must commit to adopting all necessary risk mitigations agreed with the PCBU/employer to ensure their safety and the safety of those they work with.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide compliance reporting to PCBUs/Employers and WorkSafe.</li> </ul>
In relation to getting a vaccination	<ul style="list-style-type: none"> <li>• Notify educate and support workers and affected persons of their responsibility to get vaccinated.</li> <li>• Not prevent any worker from being vaccinated if their appointment to be vaccinated falls within their working hours.</li> <li>• We encourage employers to pay employees should they need to be vaccinated during working hours</li> </ul>	<ul style="list-style-type: none"> <li>• Speak to employer, peers, union, vaccination provider (e.g.: general practice, community pharmacy, urgent care, Hauora Maori, Pacific provider) to find out more about getting vaccinated, the vaccination process or the vaccine itself</li> <li>• Speak to employer about any special vaccination arrangements that have been made with the DHB in their region</li> </ul>	<ul style="list-style-type: none"> <li>• DHBs may make special arrangements with PCBUs for vaccinating their workers where required</li> <li>• DHBs will prioritise health and disability workers for a vaccination</li> </ul>

	PCBUs/Employers	Document 2 Affected persons	MoH/DHBs
		<ul style="list-style-type: none"> <li>Book their vaccine by going onto the <a href="#">Book My Vaccine</a> website, by calling the COVID Vaccination Healthline on 0800 28 29 26 8am-8pm, 7 days a week, or attend a drive-through or walk-in vaccination clinic without a booking.</li> </ul>	

**Table 5: Summary of key responsibilities**

### 3.2 Note about protecting the privacy of worker information

Keeping worker health information secure is important, and the MoH takes this responsibility very seriously. Access to the CIR is limited to those with logon access rights, and all access is recorded and can be audited.

Only PCBUs/employers and the MoH CIR support team can see information about health workers. On a “need to know” basis, some other MoH staff can see anonymised information from the CIR to assist with the COVID-19 response.

Workers’ information is held and managed in accordance with the [Privacy Act 2020](#) and the [Health Information Privacy Code 2020](#). In addition, all information stored in the CIR is held securely in compliance with [Ministry of Health standards](#).

Any worker wanting to know what information is held about them on the CIR can contact the MoH at: [information@health.govt.nz](mailto:information@health.govt.nz).

### Exceptions and Exemptions

The Government wants everybody who is carrying out work in health to be vaccinated. There are very few exceptions to this. Process maps for exceptions and exemptions can be found in Appendix 5.

#### 4.1 Health exemptions

Workers may be exempt from the requirement to be vaccinated if, after examination:

- a suitably qualified health practitioner considers that the vaccination is clinically contradicted for the person; and
- a suitably qualified health practitioner provides written confirmation of that assessment.

A general practitioner (GP) is an example of a suitably qualified health practitioner who could examine the worker and make an assessment for exemption. A worker who obtains a health exemption from getting vaccinated must notify and provide written confirmation of the exemption and the PCBU must ensure there are appropriate control measures in place to mitigate risk, and provide details of this to the Ministry of Health on request.

Information regarding acceptable clinical reasons for exemption will be available from The Royal New Zealand College of General Practitioners, the Immunisation Advisory Centre, and Ministry of Health.

A worker may not exempt themselves, even if they are suitably qualified health practitioner.

Workers who receive a health exemption may continue to work in their role.

## 4.2 Significant health service disruption exceptions

A PCBU may apply to the Minister for COVID-19 Response for an exception to allow a named unvaccinated worker to work if it is necessary to promote the purpose of the COVID-19 Public Health Response Act 2020 and prevent significant disruption to essential health services.

The application must be submitted by a PCBU for a named worker. The Minister for COVID-19 Response decides if an exception should be granted to a worker. The process is administered by the Ministry of Health. Learn more about applying for a service disruption exception in Appendix 5.

The table below outlines the information we expect PCBUs will need to evidence for the matters the Minister must consider before granting an exemption.

<p><b>What must the Minister take into account in considering an application?</b></p>	<p><b>Information that PCBUs could provide to assist the Minister in making their decision</b></p>
<p><b>The potential for significant service disruption if the work carried out by a particular person does not occur</b></p>	<ul style="list-style-type: none"> <li>• What is the service disruption that would result from the worker being unable to perform the role?</li> <li>• How significant would the service disruption be?</li> <li>• Is the service essential?</li> <li>• What is the extent of the risk to the public interest from the service disruption?</li> </ul>
<p><b>The extent to which the work is necessary</b></p>	<ul style="list-style-type: none"> <li>• What efforts have been made to make the worker aware of the vaccination requirement, including the deadline for getting vaccinated?</li> <li>• Has the employer/PCBU offered the worker the opportunity to receive the vaccine during their usual working hours?</li> <li>• What is the reason the worker has decided not to be vaccinated at this time (including any identified barriers to the worker being vaccinated)?</li> <li>• Has the worker been briefed on the vaccine by a suitably qualified health practitioner?</li> <li>• Can the individual worker not be replaced with another existing worker, by another function, or by training of other/new staff in the short term?</li> <li>• Can the employer/PCBU operate without the role, even while recruitment or retraining is underway (noting any qualifications required and how long training will take)?</li> <li>• How necessary are the work activities, including whether they could reasonably be delayed to facilitate vaccination of the worker needed to perform the role?</li> </ul>

The Minister may make an exception for the worker for a specified period provided that the extent of the exception is not broader than is necessary to address the matters that gave rise to the exception.

No class or group exceptions will be considered. However, if appropriate, a PCBU may seek exceptions for more than one worker at a time. In this situation, the PCBU should outline the cumulative effect of that group not being vaccinated.

A separate application for each worker is required.

<https://health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-response-planning/covid-19-exemptions-mandatory-vaccination>

Before applying, you must:

- have a worker that is not vaccinated
- have the agreement of that worker to apply for an exception
- be able to demonstrate that you can meet the criteria of the exception.

If the application is declined, the worker will either need to be vaccinated within the timeframes specified in the Order or will be unable to perform the role.

Employers/PCBUs can resubmit an application with additional information, however, the timelines for mandatory vaccination specified in the Order still apply.

### 4.3 Other exceptions

An unvaccinated person may be permitted to enter and carry out work covered by this Order, if the work is unanticipated, necessary and time-critical and cannot be carried out by a person who is vaccinated; and it must be carried out to prevent the workplace from ceasing operations.

Exceptions in these circumstances may only be granted by the responsible government chief executive. In all cases, appropriate personal protective equipment must be used in line with Ministry of Health guidelines.

A person who is not vaccinated may enter a workplace without approval if they need to enter to preserve or protect a person's life, health or safety in an emergency; or they are authorised or required to by law.

## Specific responsibilities in relation to monitoring and compliance under the Vaccinations Order

### 5.1 If an affected person does not get vaccinated

Affected persons who remain unvaccinated after the requirements come into effect will need to discuss options with their employer. They will not be able to continue working in a role that is subject to this Order until they are vaccinated.

	PCBUs/Employers	Affected persons	MoH	Worksafe
In relation to compliance	<ul style="list-style-type: none"> <li>• From 11.59pm on 15 November 2021, PCBUs must not allow an affected person to carry out certain work unless satisfied that the affected person has had the 1<sup>st</sup></li> </ul>	<ul style="list-style-type: none"> <li>• From 11.59pm on 15 November 2021, health and disability workers who are affected persons must not continue working in a</li> </ul>	<ul style="list-style-type: none"> <li>• MoH will work with PCBUs to confirm compliance of health workers (process still under development)</li> <li>• Where unvaccinated</li> </ul>	<ul style="list-style-type: none"> <li>• From 11.59pm on 15 November 2021, Worksafe may issue a PCBU with an infringement fee or fine of up to \$1,000 for every worker found to</li> </ul>

	PCBUs/Employers	Affected persons	MoH	Worksafe
	<p>dose and then the 2<sup>nd</sup> dose no later than 1 January 2022.</p> <ul style="list-style-type: none"> <li>• Must make the records it makes under the Order available to an enforcement officer (MoH or Worksafe) for investigation and enforcement purposes</li> <li>• Need to work with an unvaccinated employee to consider any other work they could undertake within their organisation while meeting the conditions of the Order</li> <li>• After the above dates, if the PCBU allows unvaccinated workers to carry out certain work they are committing an offence under the COVID-19 Public Health Response Act 2020.</li> <li>• Seek guidance from HR or employment law professionals to ensure a fair and appropriate process is undertaken</li> </ul>	<p>role subject to this Order until vaccinated</p> <ul style="list-style-type: none"> <li>• Need to work with their employer to consider any other work they could undertake within the organisation or other options such as taking a period of annual or unpaid leave</li> <li>• If an agreement can't be reached, the employment relationship will end</li> <li>• <i>Note this is not a mandated process rather an indication of options</i></li> </ul>	<p>health workers have been identified, MoH will contact the relevant PCBU about the accuracy of data and actions required to comply</p> <ul style="list-style-type: none"> <li>• Must make any records of non-compliant affected persons available to Worksafe</li> </ul>	<p>be non-compliant</p> <ul style="list-style-type: none"> <li>• NOTE: The Order also provides for heavier penalties for <b>intentionally</b> failing to comply with a COVID-19 order</li> </ul>

**Table 6: Summary of specific responsibilities in relation to monitoring and managing compliance**

## Appendix 1 - Summary of Vaccinations Order and amendments

Vaccinations Order	Commencement date	Summary
Original	22 October 2021 (Gazetted)  25 October 2021 (Commencement)	The <a href="#">COVID-19 Public Health Response (Vaccinations) Order 2021</a> ("the Order") has made it a requirement for health and disability workers to be vaccinated against COVID-19.

RELEASED UNDER THE  
OFFICIAL INFORMATION ACT 1982

## Appendix 2 – Fact Sheet for PCBU Managers

### Who is required to be vaccinated under the Health Order?

A PCBU means a Person Conducting a Business or Undertaking. It's a broad concept used throughout the Health & Safety at Work Act to describe all types of modern working arrangements which we commonly refer to as businesses. Most New Zealand businesses, whether large corporates, sole traders, or self-employed, are classed as PCBUs.

PCBUs are accountable under the COVID-19 Public Health Response (Vaccinations) Order 2021 ("the Order") to ensure workers within the scope of the Order are vaccinated for COVID-19.

#### Affected persons ("workers") include:

- Health practitioners (as defined by the [HPCA](#))
- Workers that carry out work where health services are provided to members of the public by 1 or more health practitioners and whose role involves being within 2 metres or less of a health practitioner or a member of the public for a period of 15 minutes or more
- Workers employed or engaged by certified providers who carry out work at the premises at which the health care services are provided
- Care and support workers as defined in the Order

Care and support worker means a person employed or engaged to carry out work that includes going to the home or place of residence of another person (not being the home or place of residence of a family member) to provide care and support services.

### What must employers do between now and 15 November 2021?

Write to all workers within your PCBU who perform work within the scope of the Order, advising them of the Order and the need to be vaccinated by 11.59pm on 15 November 2021.

#### EXAMPLE LETTER: WHERE VACCINATION STATUS IS UNKNOWN

Dear xx

#### **COVID-19 Public Health Response (Vaccinations) Order 2021 – Health & Disability Workers**

*We are writing to you following the NZ Government's announcement on 11 October 2021, that health & disability workers will be required to be fully vaccinated against Covid-19 under the COVID-19 Public Health Response (Vaccinations) Order 2021 ("the Order").*

*This means that anyone in NZ who is employed to work in a healthcare setting is required to have at least one dose of the Covid-19 by 11.59pm on 15 November 2021, and to have their second dose of the vaccine by 1 January 2022.*

*We consider that your role of [insert] is a role which is required to be performed by a vaccinated worker under the Order.*

*Our records show that you are not vaccinated against Covid-19 and/or you have not confirmed your vaccination status.*

*Please can you let us know your vaccination status by [insert date]. If you are vaccinated, please provide [insert manager's name] with written confirmation of this (by registering on My Covid Record <https://app.covid19.health.nz/> and providing a screen-shot or print out of the result) by [insert date].*

*If you are unvaccinated, we are happy to help you make arrangements to be vaccinated in order for you to comply with the Order.*

*If we do not receive written confirmation from you that you are vaccinated by [insert date], we will assume you are unvaccinated. In this event, you will not be able to work in your role as [insert] from 11.59pm on 15 November 2021. From this date you will be temporarily stood down from your duties, or we will agree to you taking annual or other leave until [insert date] whilst we work through the impact of your vaccination status on your ability to perform the role, and whether any alternative arrangements or accommodation can be considered.*

*If you have any queries about the content of this letter, or if you do not consider you are covered by the Order referred to above, please contact [insert name] immediately. You should also feel free to seek independent advice, including from your union, if you are a member.*

*We realise that this may be an unsettling time for you and would like to remind you that free, confidential counselling and support is available to you. You can contact our Employee Assistance programme [contact details] to make an appointment. This is a confidential service, and no details are placed on your employee file.*

*Ngā mihi*

## What do I do if a worker is not vaccinated by 11 59pm on 15 November 2021?

All people covered by the Order must have received their first dose of an approved COVID-19 vaccine by 11.59pm on 15 November 2021 and provide you with evidence, such as My Covid Record.

Where they are unable to provide this evidence, you must take immediate steps to stand down the employee while you consult with them to establish if they have access to a medical exemption, or to discuss any suitable redeployment options for this employee to move to an alternative role where vaccination is not required. If no redeployment options are available, then you will need to bring the employment relationship to an end, by giving formal notice of termination. Employees wishing to take leave or leave without pay can apply through your normal leave approval process and approval is at the employer's discretion. Employees will need to be vaccinated before they return to work if the leave period ends after 11.59pm on 15 November 2021 (for those without a first dose) or 11.59pm on 1 January 2022 (for those without a second dose).

You are advised to seek support from an appropriate human resources or employment law professional to ensure you conduct the process in line with your legal obligations.

### Other employment reference information

<https://www.employment.govt.nz/resolving-problems/steps-to-resolve/disciplinary-action/suspension/>  
<https://www.employment.govt.nz/ending-employment/giving-notice/>  
<https://www.employment.govt.nz/assets/Uploads/tools-and-resources/documents/dbe57165f5/Sample-letter-termination-of-employment-dismissal-on-notice.docx>

# Fact Sheet for Health & Disability Workers

## Who is required to be vaccinated under the Vaccination Order?

You are required to have received your first dose of an approved COVID-19 vaccine by 11.59pm on 15 November 2021, and the second dose no later than 11.59pm on 1 January 2022, if you are a paid or unpaid worker whose role comes within the scope of the Vaccination Order.

### Affected persons (“workers”) include:

- Health practitioners (as defined by the [HPCA](#))
- Workers who carry out work where health services are provided to members of the public by 1 or more health practitioners and whose role involves being within 2 metres or less of a health practitioner or a member of the public for a period of 15 minutes or more
- Workers employed or engaged by certified providers who carry out work at the premises at which the health care services are provided
- Care and support workers

Care and support worker means a person employed or engaged to carry out work that includes going to the home or place of residence of another person (not being the home or place of residence of a family member) to provide care and support services.

## What must I do between now and 15 November 2021?

You must supply the PCBU (your employer) with evidence that you have received at least your first dose of an approved COVID-19 vaccine. You can do this by registering on My Covid Record <https://app.covid19.health.nz/> and providing the result to your manager or employer. Employers may temporarily accept a copy of your purple record card until you are able to supply official proof of vaccination. If you were vaccinated overseas, you will need to provide acceptable evidence of your vaccinations.

## What happens if I am not vaccinated by 11.59pm on 15 November 2021?

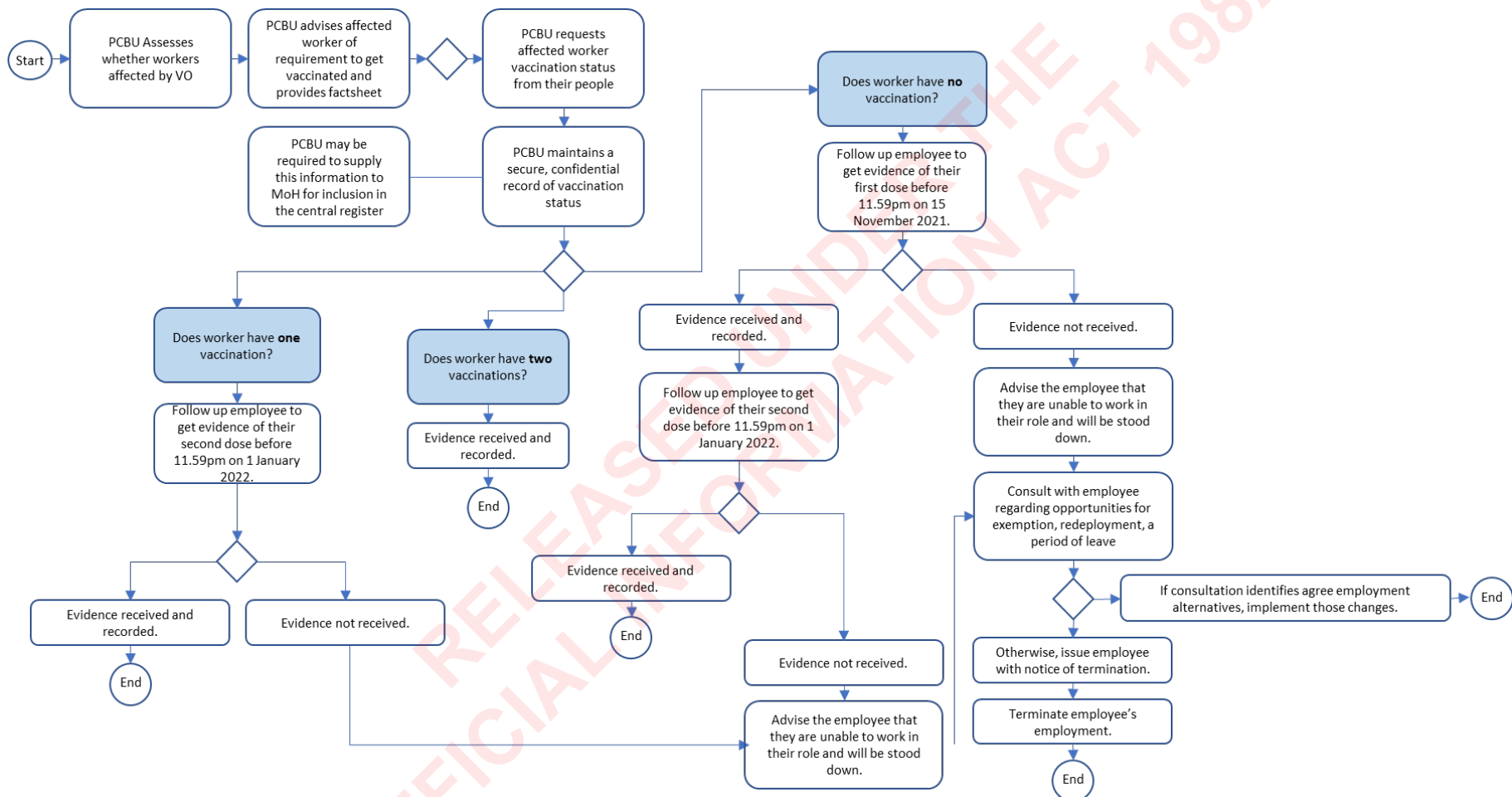
Your employer is required by law to ensure that all affected persons have received at least their first dose of vaccine for COVID-19 by 11.59pm on 15 November 2021. If they do not receive confirmation from you that you are vaccinated by then, they will assume you are unvaccinated. In this event, you will not be able to work in your health worker role from 16 November 2021 and you will be temporarily stood down.

Unvaccinated workers will be temporarily stood down from their duties, or your employer may agree to you taking annual or other leave while they consult with you whether any alternative arrangements or accommodation can be considered – including potential for redeployment, or if you believe you may have grounds, to allow time for you to be examined to establish your right to a medical exemption.

If, following a fair process, no alternatives are identified, your employment is terminated and you will receive notice of termination in accordance with your employment agreement, and any outstanding holiday pay entitlements.

You should seek independent advice, including from your union, if you are a member.

# Appendix 3 – Health Worker Vaccination Order Process



## Appendix 4 – Common questions

### ***When will the Order be in place?***

The Order was approved by the Minister on 22 October 2021, and it came into force at 11.59pm on 25 October 2021.

### ***How will the Order work?***

The Order requires that affected persons who fall within its coverage must be vaccinated against COVID-19 by specified dates (first dose by 11.59pm on 15 November 2021 and second dose by 11.59pm on 1 January 2022). It is an offence for an affected person to continue to carry out work without being vaccinated after the stated dates, and an offence for an employer to allow an affected person to undertake that work. Infringements and fines will apply.

### ***Why are we doing this?***

Health and disability workers are a valued and critical part of New Zealand's pandemic response, and early evidence suggests that vaccination may reduce transmission of the Delta variant of COVID-19 and reduce the risk of serious illness, which would burden New Zealand's health and disability system.

Health and disability workers have been able to be vaccinated against COVID-19 since March 2021, and some employers, such as DHBs, have already achieved significant high rates of voluntary vaccination so far.

Vaccination remains our strongest and most effective tool to protect against infection and disease, and we need as many workers as possible to be vaccinated to allow our health services to respond to the pandemic and deliver everyday health services with as little disruption as possible.

### ***Who is an affected person?***

Affected people

- Health practitioners (as defined by the [HPCA](#))
- Workers who carry out work where health services are provided to members of the public by 1 or more health practitioners and whose role involves being within 2 metres or less of a health practitioner or a member of the public for a period of 15 minutes or more
- Workers employed or engaged by certified providers who carry out work at the premises at which the health care services are provided
- Care and support workers

Care and support worker means a person employed or engaged to carry out work that includes going to the home or place of residence of another person (not being the home or place of residence of a family member) to provide care and support services.

The coverage of the Order is broad, and in most cases applies to a large number of workers employed by DHBs and other public and private health care settings, no matter the role or job you do. The Order covers employees, contractors, service providers, casuals, students, temps, volunteers and others who 'work' as an employee or service provider in setting where healthcare is provided.

***How do we know who has been vaccinated?***

Start by asking your workers to confirm their vaccination status and record it securely as part of their employment record. They can do this by registering and showing you their vaccination record on the My Covid Record app. Employers may temporarily accept a copy of the purple record card until your worker can supply official proof of vaccination. If they have vaccinated overseas, they will need to show formal evidence of their vaccination.

<https://www.health.govt.nz/our-work/diseases-and-conditions/covid-19-novel-coronavirus/covid-19-vaccines/covid-19-requesting-proof-vaccination/my-covid-record>

The Ministry of Health will advise if they can provide PCBUs with a service to match employee data with records on the COVID-19 Immunisation Register (CIR).

A Border Workforce Testing Register has been developed over the last twelve months iteratively as each version of the Required Testing Order and Vaccinations Order have come into effect, and this tool will be extended for use for Health & Disability workers under the Order. Onboarding new PCBU's is a repeatable and scalable process but is a person-based process. Ministry of Health will work with employers over the coming weeks to ensure records are complete and accurate to manage compliance.

***What does this mean for me?***

As many workers in health & disability settings are likely to be affected persons as defined by the Order, you will most likely be required to have been vaccinated against COVID-19 by the specified dates. If you have not been vaccinated by those dates, then you will probably not be allowed to continue to work in your current role after 15 November 2021.

***How does the Order apply to people who have accepted, but not yet commenced employment?***

People who are intending to work in a health care setting will be required to have at least one vaccination before their commencement date if their start date is after 11.59pm on 15 November 2021, and two vaccinations if their start date is after 11.59pm on 1 January 2022.

***Will contractors and volunteers be required to be vaccinated?***

Any person coming in to carry out work in a setting where health care is provided (including a person's home or place of residence such as a rest home, retirement village, and residential care facility), who perform their work in close proximity to health practitioners or members of the public will be required to be vaccinated in order to perform that role. Exceptions can be made with Chief Executive approval to address work that is urgent, unanticipated, necessary and time-critical and cannot be carried out by a person who is vaccinated; and it must be carried out to prevent the workplace from ceasing operations.

***Will the Order affect visitors or guests?***

Most visitors or guests will not be required to have a mandatory vaccination under the Order, however each organisation will have their own visitor policy relating to visitors to the premises, and you should consider the scope of the Order to ensure your policy reflects any new requirements.

### ***What if I do not want to disclose my vaccination status?***

It is preferable for workers to have open conversations with their employer around their vaccination status and their reasons for not being vaccinated. This is to ensure that organisations can comply with the Order, and provide for the health and safety of staff, clients and patients.

However, employers may seek approval to access vaccination status information directly from the Ministry of Health COVID-19 Immunisation Register (CIR).

### ***What information do employers need to hold?***

A PCBU must, for each affected person employed or engaged by the relevant PCBU, keep and maintain a record of the following information:

- the affected person's full legal name and date of birth
- a telephone number and email address by which the affected person may be reached
- the dates by which the affected person is required to be vaccinated
- the dates on which the affected person has received vaccinations and the type of vaccination(s) received
- any applicable exemption provisions for affected persons and written evidence of any exemption

The record must be in writing or kept in a form or in a manner that allows the information in the record to be easily accessed and converted into written form; and be made available as soon as practicable to MoH, WorkSafe or other authorised enforcement officer who requests access to the record. The PCBU must also work with affected people to ensure records are actively maintained for ongoing accuracy.

### ***What is the difference between an exemption and exception?***

The Order references a health exemption and a Minister's exemption. The health exemption is a personal exemption granted where an individual is unable to be vaccinated by the due dates for a narrow range of health reasons. Health exemptions are initiated by the worker, via a suitably qualified health practitioner (Medical Practitioners and Nurse Practitioners). The Minister's exemption (which we've called an 'exception' to assist with differentiating between the two types of exemption) is available for application where a specific health service is at risk of significant disruption when the mandatory order is enforced. Exceptions are initiated by the employer/PCBU, via [healthorders@health.govt.nz](mailto:healthorders@health.govt.nz) at the Ministry of Health.

### ***Can I get a health exemption?***

The medical evidence to date suggests that there are only very rare circumstances a person will be clinically unable to receive the Pfizer vaccine. This is because the Pfizer vaccine is not a live vaccine. The medical advice we have received is that the vaccine is safe for people who:

- Are pregnant or breast feeding;
- Have pre-existing health conditions;
- Are on treatments that weaken the immune system (such as cancer and HIV treatments); and
- Have had severe reactions to other vaccines in the past.

Health and disability workers may be exempt from the requirement to be vaccinated if, after examination:

- a suitably qualified health practitioner considers that the vaccination is medically contradicted for the person; and
- a suitably qualified health practitioner provides written confirmation of that assessment.

Medical Practitioners and Nurse Practitioners are suitably qualified health practitioners who could examine the worker and make an assessment for exemption. A worker who obtains a health exemption from getting vaccinated must notify and provide written confirmation of the exemption to their employer, and the PCBU must ensure there are appropriate control measures in place to mitigate risk, and provide details of this to the Ministry of Health if requested. Ministry of Health does not approve health exemptions..

Information regarding acceptable clinical reasons for exemption will be available from The Royal New Zealand College of General Practitioners, the Immunisation Advisory Centre and Ministry of Health.

A worker may not exempt themselves, even if they are suitably qualified health practitioner.

Workers who receive a health exemption may continue to work in their role.

***Can there be exceptions where there is significant risk to the delivery of a service?***

A PCBU may apply to the Minister for COVID-19 Response for an exception for a named worker to prevent significant disruption to essential health services.

The application must be submitted by a PCBU for a named worker. The Minister for COVID-19 Response decides if an exception should be granted. The process is administered by the Ministry of Health.

***Can an exemption be secured on religious grounds?***

No major organised religious group has officially discouraged the vaccine, and many have explicitly encouraged them.

***Are there other alternatives to being vaccinated? E.g. additional PPE and regular surveillance testing.***

The Order requires that no affected person may carry out their role unless they are vaccinated. We anticipate that there will be no exceptions (other than health exemptions) to being vaccinated, so steps such as additional PPE, social distancing, surveillance testing, and other measures will not be available as alternatives to being vaccinated. The most likely outcome is that if you are an affected person and are not vaccinated, you will not be allowed to perform your current role.

***What if I can do my job from home - will I be covered?***

Employers will need to consider all options for employees on a case by case basis. However the Order does not offer a provision for remote working as an alternative to vaccination for affected persons.

***What will happen if I do not get the first dose by the date in the Order?***

Employers will work with you to determine the reason you have not been vaccinated by the required dates. However, no affected person can perform their role from the dates specified if they are not vaccinated. You may explore other options, including unpaid leave or taking annual leave, if you are intending to receive your vaccination shortly after the dates set out in the Order.

***If I do not wish to be vaccinated, will my organisation redeploy me to a new role?***

If you are not vaccinated by the dates in the Order, your employer will consider redeployment options for you. However, given the broad coverage of the Order, it is very unlikely that any roles will exist that you may be redeployed to that will not also require you to be vaccinated. Each situation will be assessed on a case-by-case basis.

***What will happen to me if I do not receive the vaccine and there are no suitable redeployment options?***

After working through a fair process with you, if no suitable redeployment alternatives are identified then your employer may terminate your employment.

***If my employment is terminated, what are my entitlements?***

If, following a fair process, your employment is terminated, you will receive notice of termination in accordance with your employment agreement and any outstanding holiday pay entitlements.

***What is the HR process if a person refuses vaccination and can't be redeployed?***

You are advised to seek support from an appropriate human resources or employment law professional to ensure you conduct the process in line with your legal obligations. You may also find the following sites useful:

[https://www.employment.govt.nz/resolving\\_problems/steps-to-resolve/disciplinary-action/suspension/](https://www.employment.govt.nz/resolving_problems/steps-to-resolve/disciplinary-action/suspension/)

<https://www.employment.govt.nz/ending-employment/giving-notice/>

<https://www.employment.govt.nz/sites/default/files/2021/11/2021-11-15/Uploads/tools-and-resources/documents/dbe57165f5/Sample-letter-termination-of-employment-dismissal-on-notice.docx>

***What happens if I am on leave when the required vaccination dates occur?***

Employees who are returning from leave are expected to have at least one vaccination before they return if this is after 11.59pm on 15 November 2021 and two vaccinations if this is after 11.59pm on 1 January 2022. Where this means that an employee will be unable to return on their previously expected return date, employers will discuss the options, including considering extending the leave period or granting a period of special leave. This is at the employer's discretion.

In the case of employees who are about to take parental leave and would prefer not to take the vaccine until after the baby is delivered, employers may consider the available options, including the early commencement of the leave period. Note that vaccination in pregnancy is highly recommended for the safety of the pregnant person and baby.

***If I am feeling hesitant about taking the vaccine, what can I do?***

We appreciate that some people will have questions and will want to seek reassurance that taking the vaccine is safe. Please refer to <https://covid19.govt.nz/covid-19-vaccines/get-the-facts-about-covid-19-vaccination/covid-19-vaccination-your-questions-answered/>, speak to your trusted health professional such as a Medical Practitioner, Nurse Practitioner or Pharmacist, or call the COVID Vaccination Healthline on 0800 28 29 26 (8am to 8pm, 7 days). Translators are available if English is not your first language.

***If I feel unwell after being vaccinated, can I take sick leave?***

In most instances people who take the vaccine suffer only mild side effects. If, however, you feel unwell, then the sick leave provisions of your employment agreement will apply.

***Will I be able to be vaccinated during work time?***

Most employers will support you to be vaccinated during paid work time and will provide release time for this to occur.

***I have had COVID-19 already and have a natural immunity as a result. Do I need to be vaccinated?***

Yes, you should be vaccinated regardless of whether you already had COVID-19 because research has not yet shown how long you are protected from getting COVID 19 again after you recover from COVID-19 and vaccination helps protect you even if you've already had COVID-19.

Evidence is emerging that people get better protection by being fully vaccinated compared with having had COVID-19. One study showed that unvaccinated people who already had COVID-19 are more than 2 times as likely than fully vaccinated people to get COVID-19 again. If you were treated for COVID-19 with monoclonal antibodies or convalescent plasma, you should wait 90 days before getting a COVID-19 vaccine. Talk to your doctor or trusted medical professional if you are unsure what treatments you received or if you have more questions about getting a COVID-19 vaccine.

***Are COVID-19 vaccinations covered by ACC (as a treatment injury)?***

Yes

***Will vaccination become part of an APC requirement?***

That is a decision for the responsible authorities.

***Will an alternative vaccine be available or approved?***

Alternative vaccines are being considered by MedSafe and some have already been approved. It is not confirmed when access to vaccines will other than Pfizer be available in New Zealand. Exemptions will not be granted to those who choose to wait for an alternative vaccine.

***What if my preference is to wait for a different (non-RNA) vaccine to become available?***

Your employer may discuss with you the options, including whether it is practicable to hold your job open in the meantime. This is likely to depend on the level of certainty and timeframes within which alternative vaccines may become legally available for use in New Zealand.

***Who will be liable if health & disability employees continue to work while unvaccinated?***

Both employees and the PCBU/employer may receive infringements or fines of up to \$1000 per person if they do not comply with the Order.

***What if I have been vaccinated overseas with a Vaccine other than Pfizer?***

To comply with this Order, you will need to provide evidence that you have been vaccinated by the due dates with an accepted vaccine. Accepted vaccines can be found [here](#).

***Do family members providing health care to whānau at home need to be vaccinated?***

Current public health measures are considered adequate given the potential for the person receiving care to be a lower risk vector for transmission to the community, and therefore family members providing care to other family members within their home are not included as affected persons in the Health Order.

***Who can help workers who are unable to continue working in their current roles to find new employment?***

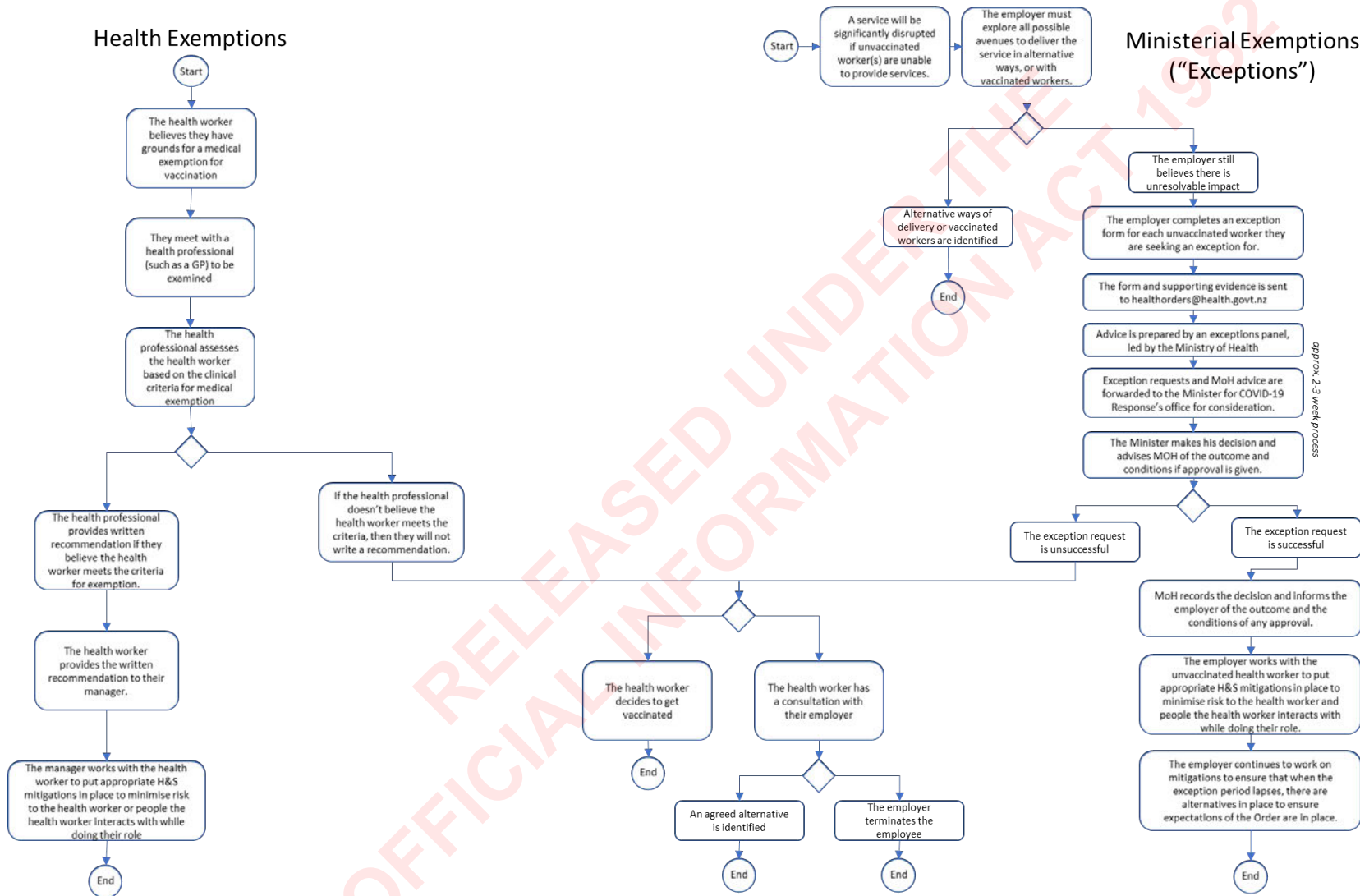
The Ministry of Social Development (MSD) is able to support impacted workers who are unable to continue working in their current roles and are unable to be redeployed by their employer. The regional teams can support people to look for and prepare for other work, by assisting them to update CVs and find jobs that match their skills. MSD also has a range of services and products that can also help people when they do find new work. PCBUs are encouraged to contact MSD to discuss employment support for those who they are unable to redeploy. MSD's regional teams can meet with people individually, or as a group if you have a large number of workers who may want to hear about the support MSD can provide before engaging with MSD one-to-one. If you get permission from your workers to pass on their details to MSD, we can make direct contact with them to discuss their individual situation and options. Email [BWVO\\_Employment\\_Support@msd.govt.nz](mailto:BWVO_Employment_Support@msd.govt.nz) to be connected with the team in your region.

MSD also works closely with Te Kawa Mataaho, the Public Service Commission through its Workforce Mobility Hub to support public sector employees to identify other potential jobs within the public sector in their area that match their skills and interest. Public Service employers, who have unvaccinated workers who are unable to be redeployed or reach agreement do have a requirement to engage with the Public Service Commission.

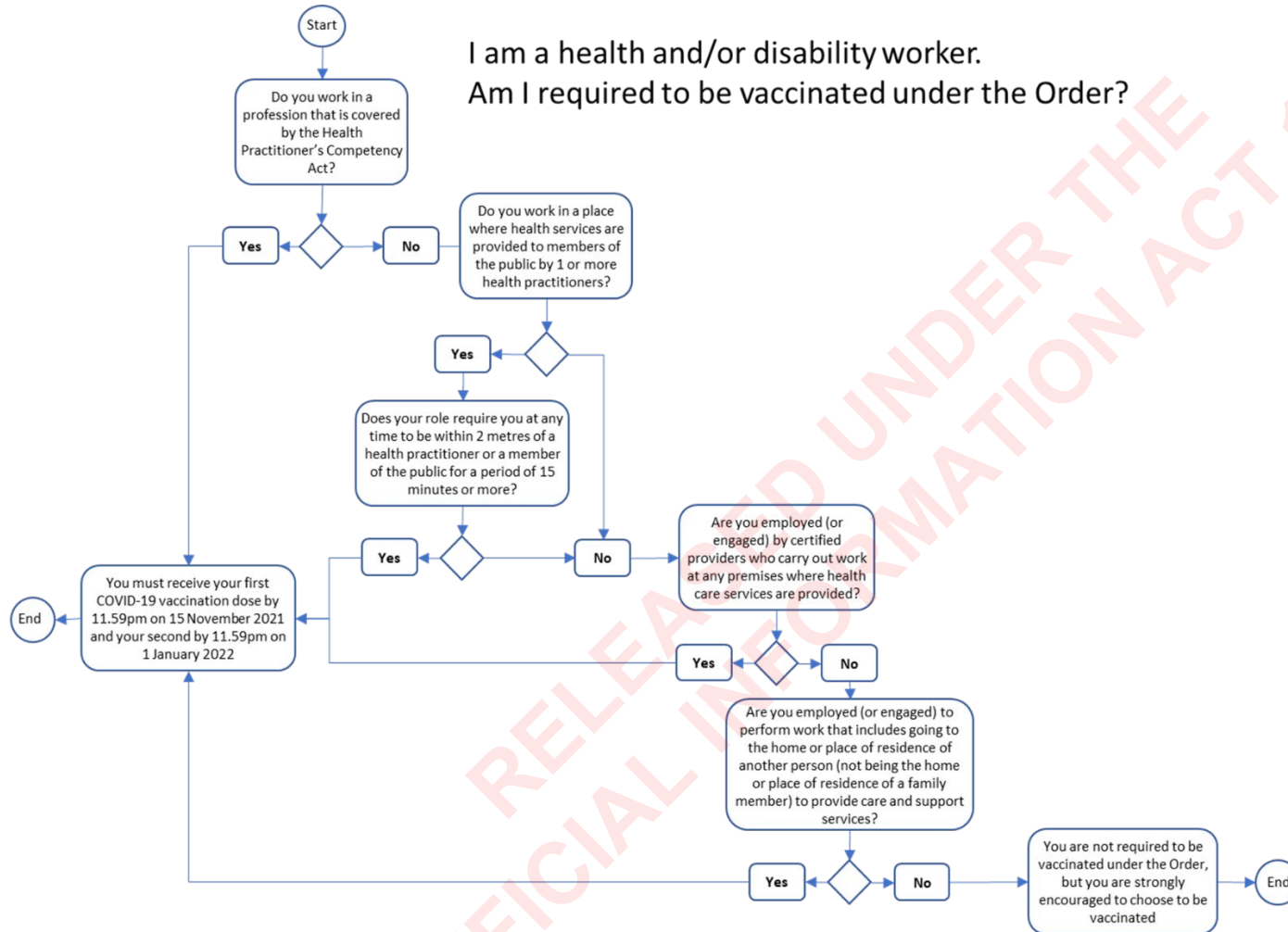
***How can I raise other questions?***

You can send additional questions to [healthorders@health.govt.nz](mailto:healthorders@health.govt.nz)

# Appendix 5 – Exception and exemptions process map



## Appendix 6 – Who is covered by the Order?



Note that PCBU/Employers may also conduct a risk assessment to establish if other work, not covered by the Order should be performed by a vaccinated worker.