

|                                       |  |                           |  |
|---------------------------------------|--|---------------------------|--|
| <b>Event Name</b>                     |  | <b>Event Date</b>         |  |
| <b>Event Organiser Representative</b> |  | <b>PCEC Event Manager</b> |  |

The PCEC COVID-19 Risk Assessment is provided to enable our event organisers to be able to identify the level of risk in relation to COVID-19 when hosting an event at the PCEC. The assessment should be reviewed regularly during the planning stages with a final pre-event assessment to be completed upon handover onsite to your PCEC operational manager.

| <b>TOPIC: Additional Risk of COVID-19 to the mass gathering</b>  | <b>YES</b> | <b>NO</b> | <b>COMMENTS/ACTIONS</b> |
|--|------------|-----------|-------------------------|
| Will the event include participants from countries, states and/or territories that have documented active local transmission (community spread)?   |            |           |                         |
| Will the event include a significant number of participants at higher risk of severe disease (eg, people > 65 years of age, people with underlying health conditions)?   |            |           |                         |
| <b>TOPIC: Understanding of the overview of the current COVID-19 situation by Event Organisers</b>  | <b>YES</b> | <b>NO</b> | <b>COMMENTS/ACTIONS</b> |
| Are you and your responsible staff able to demonstrate that you are informed on the most up-to-date COVID-19 guidelines available from Western Australian State Government? Can you show that you are following the available guidance's to ensure you conduct the event in a COVIDSafe way? |            |           |                         |
| Do you and your responsible staff understand the COVID-19 risks and transmission routes, the steps that event attendees can take to limit spread and recognise best practices (including respiratory etiquette, hand hygiene and physical distancing etc.)?                                  |            |           |                         |
| <b>TOPIC: Event emergency preparedness and response plans</b>  | <b>YES</b> | <b>NO</b> | <b>COMMENTS/ACTIONS</b> |
| Have you appointed a medical service provider for your event?  |            |           |                         |
| If a person is to fall ill/considered to be a suspected case during the event, is there a procedure for participants to clearly identify who to contact within the organising committee if unwell?   |            |           |                         |
| If a person is to fall ill/considered to be a suspected case during the event, has a nominated isolation room been identified?   |            |           |                         |
| If a person is to fall ill/considered to be a suspected case during the event, do you have transportation services (ambulance services) arranged to  |            |           |                         |

|  |            |           |                         |
|--|------------|-----------|-------------------------|
| transport ill patients with severe acute respiratory infections to a hospital, if necessary?   |            |           |                         |
| <b>TOPIC: Risk communication</b>   | <b>YES</b> | <b>NO</b> | <b>COMMENTS/ACTIONS</b> |
| Do you have a risk communication strategy for COVID-19?  |            |           |                         |
| Do you have a designated person(s) to lead media activities and tasked with managing all external communications with State government officials, general public, and the media                                      |            |           |                         |
| <b>TOPIC: Public health awareness on COVID-19 before and during the event</b>  | <b>YES</b> | <b>NO</b> | <b>COMMENTS/ACTIONS</b> |
| Has public health advice on COVID-19 preventive measures, especially respiratory etiquette and hand hygiene practices been shared to all participants, your event staff, and personnel of all relevant stakeholders? |            |           |                         |