

Be Kind Yarra Ranges

Be Kind Yarra Ranges is a platform for businesses, groups and individuals to access current services, programs and initiatives council is supporting, to assist in the recovery effort from COVID-19

- **Be Kind to Business** engages and supports local businesses who have been trading during restrictions, have adapted their business to continue limited trading or are scheduling to reopen their business as restrictions are eased.
- **Be Kind to Yourself** promotes mental health and awareness programs, community support groups and networks and provides self-care guidance for residents living in Yarra Ranges.
- **Be Kind to Others** encourages and inspires local residents to connect and support each other as the state enters the recovery phase of the COVID-19 pandemic.

For more information, including business support and public health advice, visit www.yrc.vic.gov.au/BeKind



Social distancing

- The more space between you and others, the harder it is for the virus to spread
- Maintain a 1.5m distance between yourself and others where possible
- In an enclosed area, leave a minimum of 4m² per person
- Avoid close contact with anyone with cold or flu-like symptoms
- Where possible, travel at quiet times and avoid crowds
- Minimise handshaking and other physical greetings
- Yarra Ranges Council has free social distancing stickers through our Be Kind Yarra Ranges at www.yrc.vic.gov.au/BeKind

Personal hygiene

- Stay at home if you are unwell
- Wash hands frequently for 20 seconds with warm water, soap and single use paper towelling, including before and after eating and after going to the toilet
- Use a minimum 60-80% alcohol-based hand sanitiser. Hand sanitiser is only effective on already washed and clean hands and should not replace hand washing
- Cough and sneeze into your elbow or a tissue. Put any used tissues straight into the bin
- Avoid touching your eyes, nose and mouth

Sanitisers and Disinfectants

- The Therapeutic Goods Administration (TGA) has a [list of products and disinfectants](#) for use against COVID-19 available for legal supply in Australia
- Most disinfectants and sanitisers work by reducing the microbial and/or viral load on already clean surfaces, so it's important you wash the surfaces beforehand
- Yarra Ranges Council recommends using;
 - chlorine based solution diluted to 1000ppm as your sanitiser. See dilution table below
 - minimum 70% alcohol wipes as your disinfectant
- If you have another surface sanitiser, follow the specified manufacturer requirements or speak to your Environmental Health Officer

Dilutions using household liquid bleach (with 4% available chlorine as written on the label)

Household bleach 4% available chlorine	Add the following amounts of bleach to the water to give the required concentration
Volume of water to which chlorine is added	1000ppm
1 litre	26.3ml
5 litres	125ml
10 litres	250ml

Dilutions using household liquid bleach (with 12.5% available chlorine as written on the label)

Commercial grade bleach 12.5% available chlorine	Add the following amounts of bleach to the water to give the required concentration
Volume of water to which chlorine is added	1000ppm
1 litre	8.4ml
5 litres	42ml
10 litres	84ml

Cleaning before you open each day

- Follow up any cleaning from the previous night which might be outstanding
- With hot soapy water or a disinfectant wipe, wipe down all frequently touched areas including door handles, equipment, buttons and switches, toilets, computers etc
- Ensure your cleaning equipment is clean and ready to be used

Cleaning during service or operation

- Periodically wipe down frequently touched surfaces with hot soapy water or a disinfectant wipe
- Change cleaning equipment frequently
- Wash and wipe down tables and chairs between customers with hot soapy water **and** a disinfectant wipe

Cleaning after you close at the end of the day

- Complete a deep clean by cleaning all surfaces using the following directions. It is recommended you complete a deep clean at the end of each day you are open or operating
 - Wash: use hot water and detergent to remove grease and grime
 - Rinse: rinse off the detergent and remove built up residue
 - Sanitise/disinfect: sanitise/disinfect all surfaces using an approved sanitiser or disinfectant
 - Leave: leave the sanitiser/disinfectant on the surface for a minimum of 10 minutes
 - Rinse: rinse off the sanitiser/disinfectant and remove all chemical residue
 - Dry: allow the surfaces to air dry or use single use paper towels

Cleaning of reusable towels

- In the event where single use paper towels are unable to be used to facilitate a deep clean, reusable towels can be used provided each towel is washed and dried after every use using the following instructions;
- Placed in a disinfectant solution being 1000ppm for a minimum of 10 minutes
- Washed in a washing machine on the hottest cycle, minimum 90°C with regular laundry detergent
- Dried in a dryer on the hottest cycle
- See Australian Standard AS/NZS 4146 (2000) - guidelines for correct laundry practice for further information

For more information

About COVID-19	Department of Health and Human Services (DHHS) Website: https://www.dhhs.vic.gov.au/coronavirus
Easing of restrictions	Hotline: 1800 675 398 (24/7)
Speak to an Environmental Health Officer	Yarra Ranges Council Call: 1300 683 333 or 9294 6905
Be Kind enquiries	Email: bekind@yarraranges.vic.gov.au
To report non-compliance with restrictions	DHHS Hotline: 1800 675 398 (24/7) Police Assistance Line: 131 444