

BizBulletin 6 October 2021

Business support for the final stage of the vaccination rollout



What?	We need to pull out all the stops to increase our vaccination rates. It has never been more urgent.
Why?	Being vaccinated gives everyone more options in the future. It helps us to protect our loved ones.
Call to Action	Support staff to get their first and/or second vaccination dose in October.

How?

1. **Text staff links of [where to get vaccinated](#)** for walk-ins or appointments. See [Healthpoint](#) or [Book My Vaccine](#).
2. **Allow staff to get vaccinated during work hours** for them and their dependents, without using annual leave or losing pay.
3. **Know your legal responsibilities under employment law.** See the [Employment New Zealand](#) for guidance on vaccinations in the workplace.
4. **Promote the vaccination campaign** through your public and internal channels. See the [Business Vaccination Toolkit](#) for posters and shareable content. Text message reminder prompts and hold team/staff briefings for people to ask questions.
5. **Continue to promote [COVID-19 health behaviours](#):**
 - **Tell staff to monitor the [locations of interest](#).** If they are unwell or have symptoms, make sure they get tested, see the [Healthpoint](#) website
 - **Keep good records to speed up contact tracing.** Display [QR code posters](#) for anyone who comes onto your premises. Ensure you are up to speed with [recent changes](#), including protecting privacy.

Support staff to make an informed decision:

1. **Know how to communicate with those who are vaccine hesitant.** Download [The Workshop's tip sheet](#) on how to address people's concerns by framing issues and language positively.
2. **Only share information from trusted sources.** See [Unite against COVID-19](#) for facts and information. Show videos like [What to expect when you get vaccinated](#), or [NZ Vaccine Facts](#) at staff meetings.
3. **Register your interest for a Ministry of Health business webinar in October.** Aimed at business owners, HR, health & safety and communications leaders. Topics include: *Super Saturday and the role for business*; *Overcoming vaccine hesitancy in the workforce*; and, *Our COVID future – the shape of things to come*.
4. **Know how to deal with misinformation.** See [Unite against COVID-19](#) for tips and ways to report misinformation. You can also [download our guide](#).
5. **Show staff official information relevant to them.** Below is guidance for Māori and Pacific, and vaccinations information translated into 37 languages and 5 alternate formats.

Links to official information sources about vaccinations:

- Go to [Ministry of Health website](#) for information on vaccines including the vaccination rollout
- Go to [Unite Against COVID-19](#) for [vaccines information in English](#), [37 translated languages](#) and [5 alternate formats](#)
- Go to [Employment New Zealand](#) for guidance on vaccinations in the workplace
- For Māori staff, see [Karawhiua](#) for official information and resources on COVID-19 and vaccinations
- For Pacific staff, see [Ministry for Pacific People](#) for official information and resources on COVID-19 and vaccinations



STOP THE SPREAD

Do more from home: Encourage staff who can work from home to.



Respect bubbles: Be respectful of others. Remember the 1m rule for staff and 2m rule for customers.



Protect our people: Increase prevention measures at workplaces and in home. Ventilate, clean, physically distance, wear face coverings, keep records, get tested and stay home if sick.

Supporting Vaccinations Reminders

Business checklist for promoting vaccinations



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Tick off the following actions to support more people being fully vaccinated:

Remove barriers for your staff to get vaccinated:

Remind staff of where they can get vaccinated – [walk-ins](#), [drive throughs](#) or [appointments](#).
Inform staff of company policy if they get vaccinated during work hours.

Use your communications channels to promote vaccinations:

Use your internal and external channels to raise awareness of why being vaccinated is important. For content, you can use the [Business Vaccination Toolkit](#) for information and resources.
Promote events like Super Saturday, the National Day of Action for Vaccination on 16 October.

Support undecided staff to make an informed decision:

Avoid alienating staff who are vaccine hesitant. Instead use staff meetings to share videos or information like [How to spot misinformation](#), [NZ Vaccine Facts](#), or [COVID-19 vaccination questions](#).
Point staff who speak a second language to resources on the [Unite against COVID-19 website](#).
[Register](#) for Ministry of Health's COVID-19 business webinar series, to build your own knowledge.

Develop policies and processes to support vaccinations. Communicate these with staff:

Learn about your legal obligations, read relevant guidance from [Employment New Zealand](#).
Appropriately communicate with and support staff about their options under employment law.
Ensure staff know company policies to support them getting vaccinated, tested or to self-isolate.

Continue to promote general COVID-19 health behaviours:

Remind staff to check locations of interest, advise them to stay home if they're sick, and call Healthline about a COVID-19 test – even if they only have mild symptoms.
If needed, apply for any relevant [financial support](#) for your business. Communicate with staff who could be worried about loss of income for following COVID-19 health guidance.

General COVID-19 information and resources



Advice for working safely at your Alert Level:

<https://covid19.govt.nz/business-and-money/businesses/>



Support for businesses such as wage subsidy and for employees have been told to stay home:

Workandincome.govt.nz/covid-19/index.html



Find businesses and services posters for any Alert Level:

<https://covid19.govt.nz/posters/>



For up to date information from the Unite against COVID-19 website:

<https://covid19.govt.nz/alert-levels-and-updates/>