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## Top 3 Questions about Metropolitan Melbourne Stage 4 Lockdown

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### ***As at 26 August 2020***

We have received a number of calls about Stage 4 from our Melbourne Metro workshops particularly about what work is permitted and what constitutes a COVID Safe Workshop.

Read on to learn more:

**A car is already booked in for an urgent repair. Whilst the car is in the workshop can we perform a log book service?**

**Answer:** Formal advice from the Victorian government is as follows: "Routine maintenance is not permitted, but where urgent vehicle repairs are being undertaken, other maintenance and servicing can also be completed at this time to keep the vehicle roadworthy". Keep in mind that the workplace inspectors are checking job cards, so make sure that any work completed fits into the definition above. Our interpretation is that it is permitted to book the vehicle in for a repair, complete that repair and undertake additional work if required to keep the vehicle roadworthy. Job cards should clearly explain that all work conducted is related to urgent repair and roadworthy issues.

We have also heard of some calls to workshops asking if the caller can book their vehicle in for routine maintenance and checking to see how you respond. We suspect these calls come from outside of our independent repair sector and that they are made to trip you up or report your answers – please be careful.

**I hear that some workshops have been inspected – is that true and have they passed inspection or have they been fined?**

**Answer:** Yes we are aware of workshop inspections, and all AAAA member-reported inspections have passed without warnings or fines. Issues that were checked and noted by inspectors include:

- All staff wearing masks and practicing appropriate distancing.
- Hand sanitiser and appropriate warning signs for staff.
- Front office closed or public access otherwise restricted with a AAAA door sign explaining no public access.
- COVID Safe Plan in place for workshops with more than 5 staff on site.
- Register of people arriving and departing from the site.
- Work sheets/job cards that clearly demonstrate that the vehicle was booked in for a critical or an urgent repair.
- Worksafe practices including appropriate control measures for treatment of the vehicle (see more below).

**I hear that WorkSafe Victoria is inspecting businesses and enforcing that vehicle cleaning is being undertaken correctly on all vehicles moving into and out of automotive workshops – is this true?**

**Answer:** No, not true. We have spoken directly to WorkSafe Victoria and they have advised there is no specific guidance in relation to car seat cleaning, however it is an employer's obligation to identify risks and as far as reasonably practicable, eliminate or reduce the risk. If the Inspectorate visited a workplace they would be looking at the control measures in place to mitigate the risk of COVID-19 transmission and this may include plastic seat covers, appropriate cleaning of high touch areas such as steering wheel, door handle and gear shifter along with the COVID-Safe plan and other safe work policies and procedures in place. The importance is on the Employer identifying the risks for community transmission within the workplace and then taking steps to mitigate those risks. A specific practice for vehicle cleaning is not known to WorkSafe Victoria, nor are they enforcing one.