

# Guidelines for Harvesting Fruit during Covid-19

1. Protect yourself, first and foremost. Stay a 2-metre distance away from any contractors, pickers, truckers, people in general.
2. And protect your staff, contractors, and fruit. This is a snippet of what is required; for further explanation, use this link [Covid -19 Guidelines NZKGI](#).

## On-Orchard Records

1. Growers and contractors must keep a register of all personnel on the orchard at all times.
2. Anyone entering the orchard must be checked for any signs of illness, and if so, they should be stopped from entering the orchard.
3. Growers need to record (if own staff) or check that the contractor is recording the following:
  - a. Checking signs of illness before work
  - b. Checking signs of illness at each break time
  - c. Records of transient staff entry and exit– truck drivers, auditors, grower services reps.
  - d. Handwashing before work
  - e. Handwashing after each break time
  - f. Handwashing at the end of every day
  - g. Living location – e.g., people who are living in the same place can work closely together in a team. If a no, then the 2-metre distance applies.
4. There must be a clear separation of vehicles, break times, and workspaces to ensure that a 2-metre distance between workers is always maintained.

## On-Orchard Hygiene

1. As a grower, **you are responsible for providing adequate handwashing facilities** – Appendix 2 in [Covid -19 Guidelines NZKGI](#).
2. **All orchards are required to have hand washing facilities available.** If there are no handwashing facilities available, the harvest crew should not be working there until adequate handwashing facilities are available.
3. Ensure all staff washes their hands when they first arrive at work, after breaks and after using toilet facilities, and at any other time, their hands may have become contaminated. This includes before and after eating or smoking.
4. Washing hands means 20 seconds of vigorous rubbing with soap and water. After washing, hands should be **dried using a paper towel.**
5. Hands should be washed or sanitised after sneezing/ coughing.
6. Remind staff to sneeze or cough into a clean tissue or their sleeve. **DO NOT** sneeze/cough into your hand. Dispose of tissues directly into a rubbish bag/bin and ensure staff wash their hands after use.
7. Provide a rubbish bag/bin for staff to use that does not require them to touch the bag/bin.
8. Encourage staff not to touch their faces, lick their fingers, etc.
9. Sanitise Facilities – ensure toilets are sanitised between users and ensure hand washing and toilets are cleaned regularly.

## Sick staff must go home immediately

1. Make it very clear to staff that they **MUST NOT** come to work if they have a sore throat, runny nose, fever, persistent cough or are having breathing problems. Full expectations [Covid -19 Guidelines NZKGI](#).

## Safe operating distances

1. Monitor the number of pickers per bay and row; they should maintain a 2-metre distance.
2. Monitor pickers and emptying their bags into the bins; they need to maintain a 2-metre distance.
3. Note the number of pickers per team; growers and contractors are to limit the size of a team to make it easier to keep a distance.

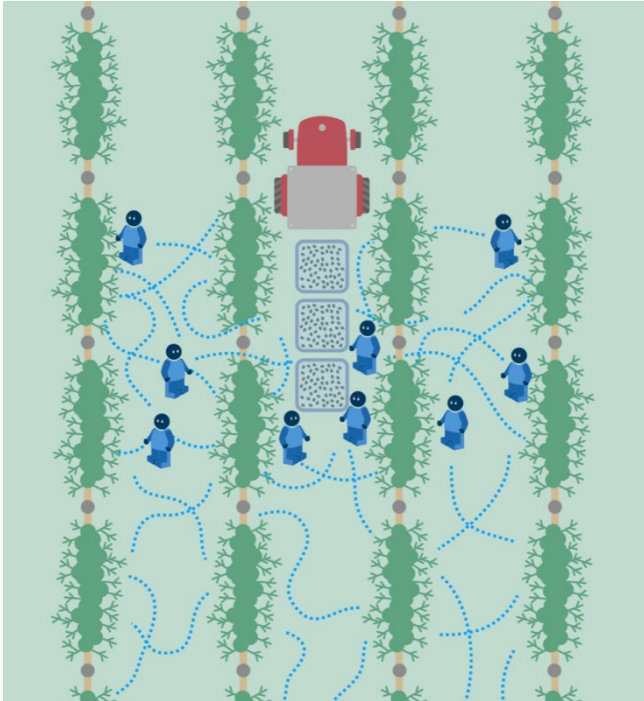
Communicate risks and good practice for all staff. As an essential service, kiwifruit workers are allowed to continue to work, but they must follow all the guidelines at work and at home. You must provide staff with information on Government requirements that apply outside of the workplace. Contact us if you need any help. Stay Safe!

## Useful tips for Harvest, Thanks to Growlab

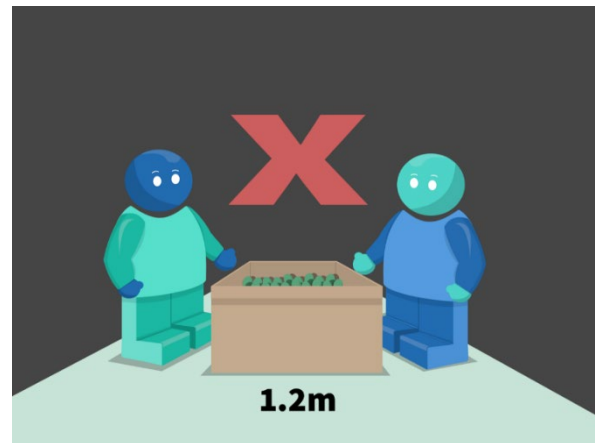
Growlab created an excellent document about harvesting to the new criteria; here are a few of their visual aids to help explain the rules.

This is what a typical harvest looks like for Kiwifruit, rapidly moving people filling their bags before heading to a bin while coming into contact with more than one person.

Standard practice does not fit the new regulations of a 2-metre distance. There have been a few suggestions to help better manage physical distancing between pickers.

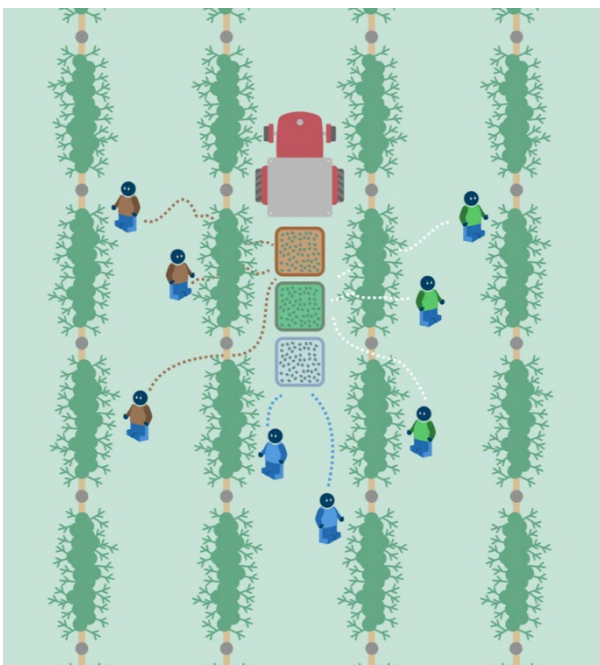


You may not realise standing across a

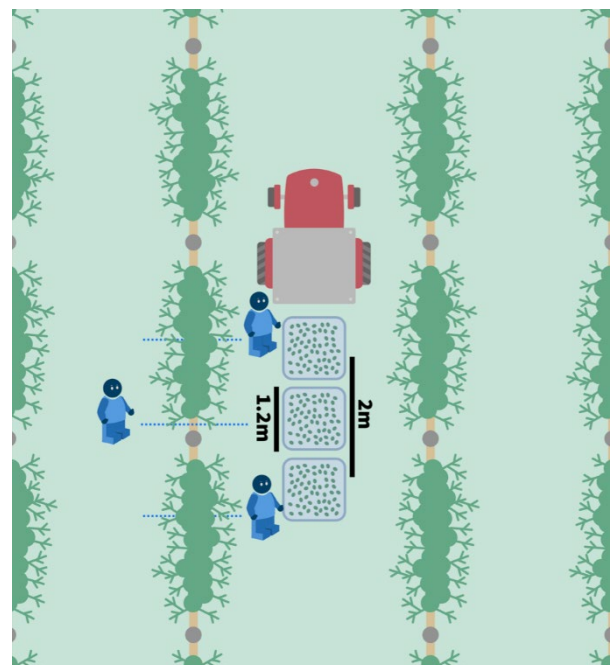


bin, doesn't meet the 2-metre distance.

Growlab outline two approaches for better management of physical distance between pickers: **Picking by Zone**, and **Picking by Wire**.



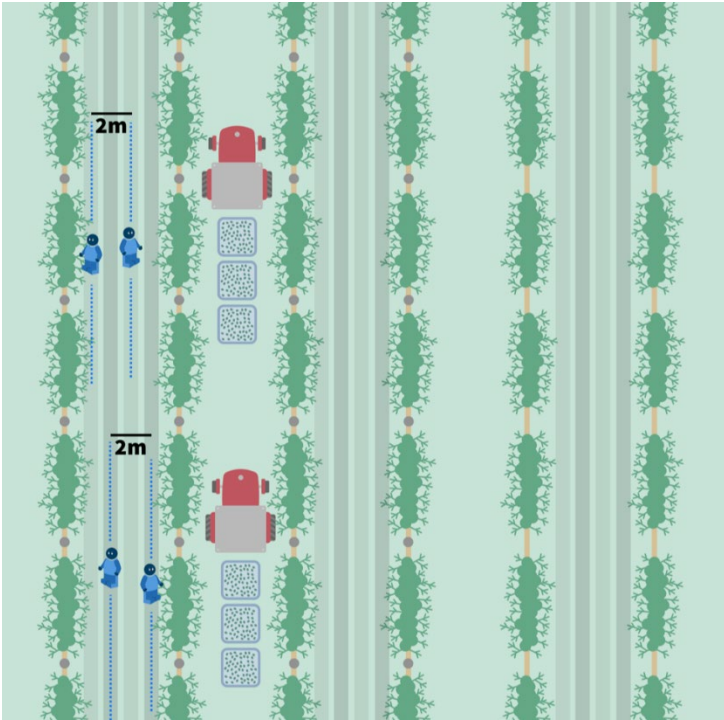
**Picking Zone (a)**



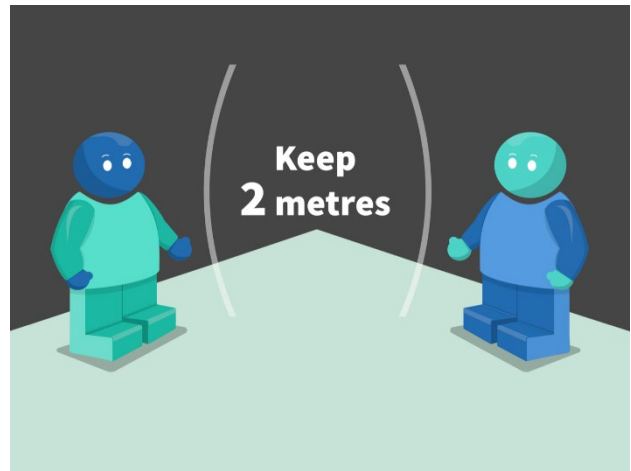
**Picking Zone (b)**

**Picking by Zone**, as demonstrated in the images. The pickers work in rigid, discrete rows as zones, and approach individual bins assigned to each Zone to maintain distance. Bins could be labelled with a coloured label or tape – the pickers might wear coloured stickers that correspond with the bin they are filling - **Picking Zone (a)**.

Alternatively, pickers may have specific bins and parts of the bins that they approach, as illustrated in **Picking Zone (b)**.



**Picking by Wire**, as demonstrated in the image. This restructure of picking aims to be systematic and efficient while spreading pickers out to maintain 2-metre physical



distancing. Forward and rear teams pick on row either side of the bins (not in the row). Once both rows are picked, the system moves over.

Whatever, and however, you choose to get your picking done.

Please help to do your part to keep us all safe!



To help with the added compliance, we have developed a simple sheet to check that everyone is doing their part. It is a Harvest Job Startup, it covers the new Covid-19 protocols through to First Aider and contacts on site. It covers the basic's you as a Grower should be doing.

If you wish to get a copy, either [click here](#), go to our website under Technical Documents, or contact Erin Atkinson.

HAZARDS AND EMERGENCY		TICK/Comments	TICK/Comments
Rabbit Holes		Clean up Spraying	
Allergies (Bee stings)		Aware of Emergency Procedures	
Uneven surfaces			
Drains/Drop offs			
Broken Structures			
ORCHARD HYGIENE REQUIREMENTS			
1	Contractor has sign in register for staff and visitors; also recording transient people onsite		TICK
2	Contractor is recording handwashing, and illness checks (Covid-19 protocols)		
3	Smoking <b>ONLY</b> in designated areas - 2 metre separation (Covid-19 protocols)		
4	Adequate hand washing facilities - single use paper towels		
5	<b>Only toilet facilities provided must be used. These must be sanitized frequently.</b>		
6	All rubbish to be removed from orchard or place in bins provided.		
7	No sick staff onsite - sore throat, runny nose, Fever, persistent cough (Covid-19 protocols)		
8	Cuts/grazes must be covered at all times.		
9	Any product contaminated with blood must be highlighted, quarantined and disposed of.		
10	No fruit off the ground to be placed in the bins.		
11	Hands and fingernails kept clean and nails kept short.		
12	Only eat in designated areas, 2 metre distance Covid-19 unless living together		
13	Cough or Sneeze into your elbow - wash your hands (Covid-19 Protocols)		
14	Any livestock removed from harvest area at least six weeks prior to harvest		
15	No dogs <b>MUST</b> not be loose on property - tied up is acceptable		
16	Harvesting equipment to be kept clean - sanitised as per Covid-19 Protocols		
17	Process in place for staff to report feeling ill, sent home and report to healthline.		
Comments:			