



Waroona
Community
Resource
Centre

10 Henning Street Waroona

Phone: 9733 3011

Fax: 9733 3022



Waroona
Family
Support
Service

Email: reception@waroonacrc.com.au

COVID—19

INFORMATION

CURRENT AS AT

2.4.2020

The COVID-19 Pandemic and Service Impact

Waroona CRC Inc & Waroona Family Support's priority as always is for the wellbeing, health and safety of our employees and clients. The Centre are taking active measures to manage COVID-19 and to protect the most vulnerable in our community as the virus continues to spread.

We want you to stay engaged with the Waroona CRC and Family Support Service through this difficult time, however

PLEASE DO NOT ATTEND THE CENTRE IF:

- You have returned from overseas in the last 14 days
- In contact with someone from overseas in the last 14 days
- You have had contact with someone who has tested positively for COVID-19

You are experiencing flu-like symptoms such as:

- Coughing, Fever, Fatigue/muscle aches or Shortness of breath

Please do not be offended if you show signs of being ill and we ask you to leave the building.

Ways that you can interact with our Staff is to contact us via telephone or email. Contacts are:

Waroona CRC

08 9733 3011

Email: reception@waroonacrc.com.au

Community Car bookings:

Unavailable

Family Support Service

Waroona (08) 9733 2902

Email: fsssupport@waroonacrc.com.au

Harvey 0467 563 203

Email: fsshharvey@waroonacrc.com.au

Yarloop/Preston 0498 273 428

Email: fssoutreach@waroonacrc.com.au

Pinjarra 0475 585 521

Email: fsspjarra@waroonacrc.com.au

Waroona Community Resource Centre Inc. acknowledge that there could be delays in service delivery due to current events and appreciate your patience when dealing with staff. Centre staff are working hard to support the community and need your respect and co-operation.

If your only option is to attend the Centre, then we ask you to do the following upon your entry to the building:

- Washing your hands or and using hand sanitiser at reception
- Coughing/sneezing into your elbow or tissue, then disposing of the tissue
- Practice 'social distancing' and avoiding social physical contact with one another

You are thanked for your assistance in supporting the Waroona CRC Inc. to help us create a safer community

Waroona CRC is undertaking the following internal measures to reduce the exposure risk and spread of COVID-19:

- Cancelling public or group open events
- Amending ways to hold events such as digital delivery
- Sanitiser Station at Reception for all visitors to the building
- Soap and Hot Water in the Toilets
- Following Federal and State Health Advice
- Increased cleaning cycles
- Creating a Vulnerable Persons Register to assist community members
- Creating a Volunteer Database to collect volunteers to assist
- Created a Closed Facebook Page for people to advise of vulnerable people

Staff are:

- Disinfecting public use telephones, computers, keyboards/mouse
- Spraying disinfectant in public areas
- Spraying rooms with disinfectant for room hire users
- Remaining at home if feeling unwell
- Ensuring clients are well in the building

SERVICES AUSTRALIA INFORMATION

More financial support for coronavirus affected persons:

Legislation has passed to:

- pay a temporary fortnightly \$550 Coronavirus Supplement from 27 April 2020 if you're getting an eligible payment
- extend eligibility for the first \$750 Economic Support Payment to pay it from 31 March 2020 if you're getting an eligible payment on any day from 12 March to 13 April 2020
- expand eligibility for some payments and make them easier to claim
- make Crisis Payment available if you need to self-isolate, are in severe financial hardship and you can get an income support payment
- Pay a second \$750 Economic Support Payment from 13 July 2020 if you're getting an eligible payment or have an eligible concession card on 10 July 2020.

Coronavirus Supplement

The temporary Coronavirus Supplement will be a fortnightly payment if you're getting an income support payment.

You'll automatically get the supplement if you're getting one of these payments:

- JobSeeker Payment
- Youth Allowance for job seekers
- Parenting Payment
- Farm Household Allowance
- Special Benefit.

The supplement will be an extra \$550 a fortnight on top of your normal payment rate.

More information can be found here:

<https://www.servicesaustralia.gov.au/individuals/subjects/affected-coronavirus-covid-19>

<https://www.servicesaustralia.gov.au/individuals/news/more-financial-support-people-affected-coronavirus>

If you've registered an intent to claim, we'll contact you over the coming days to let you know your next steps.

If you register your intent to claim by Sunday 29 March, and complete your full claim by 19 April, we'll pay your claim from 23 March.

If you've lodged a full claim instead of registering an intent to claim, we'll also pay your claim from 23 March (or earlier if you claimed earlier), if you complete it by 29 March.

servicesaustralia.gov.au/covid19

We started paying the first \$750 Economic Support Payment this week and will continue payments until the end of the month.

Please don't call us if you:

- already get an eligible payment or concession card – we'll pay you automatically
- recently registered your intention to claim a Centrelink payment – we'll be in touch to assist you with your claim and then we'll pay you if you're eligible
- recently completed a new Centrelink claim – we'll assess your claim and then pay you if you're eligible.

servicesaustralia.gov.au/covid19

BENEFITS ELIGIBLE FOR ECONOMIC SUPPORT PAYMENTS

Payment / card	2020 First Economic Support Payment	2020 Second Economic Support Payment	Eligible for Coronavirus supplement
Age Pension	✓	✓	
Disability Support Pension	✓	✓	
Carer Payment	✓	✓	
Parenting Payment	✓		✓
Wife Pension	✓	✓	
Widow B Pension	✓	✓	
ABSTUDY (Living Allowance)	✓	✓	
Austudy	✓	✓	
Bereavement Allowance	✓	✓	
Newstart Allowance / JobSeeker Payment	✓		✓
Youth Allowance	✓	✓ (Student only)	✓ (Jobseeker)
Partner Allowance / JobSeeker Payment	✓		✓
Sickness Allowance / JobSeeker Payment	✓		✓
Special Benefit	✓		✓
Widow Allowance / JobSeeker Payment	✓		✓
Family Tax Benefit	✓ (Per recipient)	✓ (Per recipient)	
Double Orphan Pension	✓	✓	
Carer Allowance	✓ (Per recipient)	✓ (Per recipient)	
Pensioner Concession Card (PCC) holders	✓	✓	
Commonwealth Seniors Health Card holders	✓	✓	
Veteran Service Pension; Veteran Income Support Supplement; Veteran Compensation payments, including lump sum payments; War Widow(er) Pension; and Veteran Payment.	✓	✓	
DVA PCC holders; DVA Education Scheme recipients; Disability Pensioners at the temporary special rate; DVA Income support pensioners at \$0 rate.	✓	✓	
Veteran Gold Card holders	✓	✓	
Farm Household Allowance	✓		✓



JobKeeper Payment — Information for employees

EMPLOYEE OBLIGATIONS

Employees will receive a notification from their employer that they are receiving the JobKeeper Payment. The majority of employees will need to do nothing further.

Employees in the following circumstances will have additional obligations.

- Employees that have multiple employers must notify the employer that is their primary employer.
- Employees that are not Australian citizens must notify their employer of their visa status, to allow their employer to determine if they are an eligible employee.
- Employees that are currently in receipt of an income support payment must notify Services Australia of their new income.

BACKGROUND ON JOBKEEPER PAYMENT FOR EMPLOYEES

Under the JobKeeper Payment, businesses impacted by the Coronavirus will be able to access a wage subsidy from the Government to continue paying their employees. Affected employers will be able to claim a fortnightly payment of \$1,500 per eligible employee from 30 March 2020, for a maximum of 6 months.

Eligible employees will receive a minimum of \$1,500 per fortnight, before tax. It will be up to the employer if they want to pay superannuation on any additional wage paid because of JobKeeper Payments.

Eligible employees include Australian citizens, the holder of a permanent visa, a Protected Special Category Visa Holder, a non-protected Special Category Visa Holder who has been residing continually in Australia for 10 years or more, or a Special Category (Subclass 444) Visa Holder.

Full time and part time employees, including stood down employees, would be eligible for the JobKeeper Payment. Where a casual employee has been with their employer for at least the previous 12 months they will also be eligible for the Payment.

Employees will be able to receive this payment in a number of different ways.

- If you ordinarily receive \$1,500 or more in income per fortnight before tax, you will continue to receive your regular income according to the prevailing workplace arrangements. The JobKeeper Payments will subsidise part or all of your income.
- If you ordinarily receive less than \$1,500 in income per fortnight before tax, your employer must pay you, at a minimum, \$1,500 per fortnight, before tax.
- If you have been stood down, your employer must pay you, at a minimum, \$1,500 per fortnight, before tax.
- If you were employed on 1 March 2020, subsequently ceased employment and then were re-engaged by the same eligible employer, you will receive, at a minimum, \$1,500 per fortnight, before tax.

Your employer will notify you if they are claiming the JobKeeper Payment on your behalf.

**Forms available at the CRC or
via Email as per page 2**



JOBKEEPER PAYMENT — INFORMATION FOR EMPLOYERS

OBLIGATIONS ON EMPLOYERS

To receive the JobKeeper Payment, employers must:

- Register an intention to apply on the ATO website and assess that they have or will experience the required turnover decline.
- Provide information to the ATO on eligible employees. This includes information on the number of eligible employees engaged as at 1 March 2020 and those currently employed by the business (including those stood down or rehired). For most businesses, the ATO will use Single Touch Payroll data to pre-populate the employee details for the business.
- Ensure that each eligible employee receives at least \$1,500 per fortnight (before tax). For employees that were already receiving this amount from the employer then their income will not change. For employees that have been receiving less than this amount, the employer will need to top up the payment to the employee up to \$1,500, before tax. And for those employees earning more than this amount, the employer is able to provide them with a top-up.
- Notify all eligible employees that they are receiving the JobKeeper Payment.
- Continue to provide information to the ATO on a monthly basis, including the number of eligible employees employed by the business.

BACKGROUND ON JOBKEEPER PAYMENT

Under the JobKeeper Payment, businesses impacted by the Coronavirus will be able to access a subsidy from the Government to continue paying their employees. Affected employers will be able to claim a fortnightly payment of \$1,500 per eligible employee from 30 March 2020, for a maximum period of 6 months.

**Forms available at the CRC or
via Email as per page 2**

ELIGIBLE employers

Employers will be eligible for the subsidy if:

- their business has a turnover of less than \$1 billion and their turnover will be reduced by more than 30 per cent relative to a comparable period a year ago (of at least a month); or
- their business has a turnover of \$1 billion or more and their turnover will be reduced by more than 50 per cent relative to a comparable period a year ago (of at least a month); and
- the business is not subject to the Major Bank Levy.

The employer must have been in an employment relationship with eligible employees as at 1 March 2020, and confirm that each eligible employee is currently engaged in order to receive JobKeeper Payments.

Not-for-profit entities (including charities) and self-employed individuals (businesses without employees) that meet the turnover tests that apply for businesses are eligible to apply for JobKeeper Payments.

Eligible employees

Eligible employees are employees who:

- are currently employed by the eligible employer (including those stood down or re-hired);
- were employed by the employer at 1 March 2020;
- are full-time, part-time, or long-term casuals (a casual employed on a regular basis for longer than 12 months as at 1 March 2020);

- are at least 16 years of age;
- are an Australian citizen, the holder of a permanent visa, a Protected Special Category Visa Holder, a non-protected Special Category Visa Holder who has been residing continually in Australia for 10 years or more, or a Special Category (Subclass 444) Visa Holder; and
- are not in receipt of a JobKeeper Payment from another employer.

If your employees receive the JobKeeper Payment, this may affect their eligibility for payments from Services Australia as they must report their JobKeeper Payment as income.

APPLICATION PROCESS

Businesses with employees

Initially, employers can register their interest in applying for the JobKeeper Payment via ato.gov.au from 30 March 2020.

Subsequently, eligible employers will be able to apply for the scheme by means of an online application. The first payment will be received by employers from the ATO in the first week of May.

Eligible employers will need to identify eligible employees for JobKeeper Payments and must provide monthly updates to the ATO.

Participating employers will be required to ensure eligible employees will receive, at a minimum, \$1,500 per fortnight, before tax.

It will be up to the employer if they want to pay superannuation on any additional wage paid because of the JobKeeper Payment.

Further details for businesses for employees will be provided on ato.gov.au.

Businesses without employees

Businesses without employees, such as the self-employed, can register their interest in applying for JobKeeper Payment via ato.gov.au from 30 March 2020.

Businesses without employees will need to provide an ABN for their business, nominate an individual to receive the payment and provide that individual's Tax File Number and provide a declaration as to recent business activity.

People who are self-employed will need to provide a monthly update to the ATO to declare their continued eligibility for the payments. Payment will be made monthly to the individual's bank account.

Further details for the self-employed will be provided on ato.gov.au.

Employer with employees on different wages

Adam owns a real estate business with two employees. The business is still operating at this stage but Adam expects that turnover will decline by more than 30 per cent in the coming months. The employees are:

- Anne, who is a permanent full-time employee on a salary of \$3,000 per fortnight before tax and who continues working for the business; and
- Nick, who is a permanent part-time employee on a salary of \$1,000 per fortnight before tax and who continues working for the business.

Adam is eligible to receive the JobKeeper Payment for each employee, which would have the following benefits for the business and its employees:

- The business continues to pay Anne her full-time salary of \$3,000 per fortnight before tax, and the business will receive \$1,500 per fortnight from the JobKeeper Payment to subsidise the cost of Anne's salary and will continue paying the superannuation guarantee on Anne's income;

TRAVEL RESTRICTIONS—INTRASTATE

To assist in reducing the spread of COVID-19, the WA Government has introduced further restrictions on travel within Western Australia. After 11:59pm Tuesday, 31 March 2020, Western Australians will not be allowed to travel outside their designated region.

If you are currently outside of your region, you should return home immediately. Western Australian intrastate travel is defined as movement through the boundaries of the regions of Western Australia.

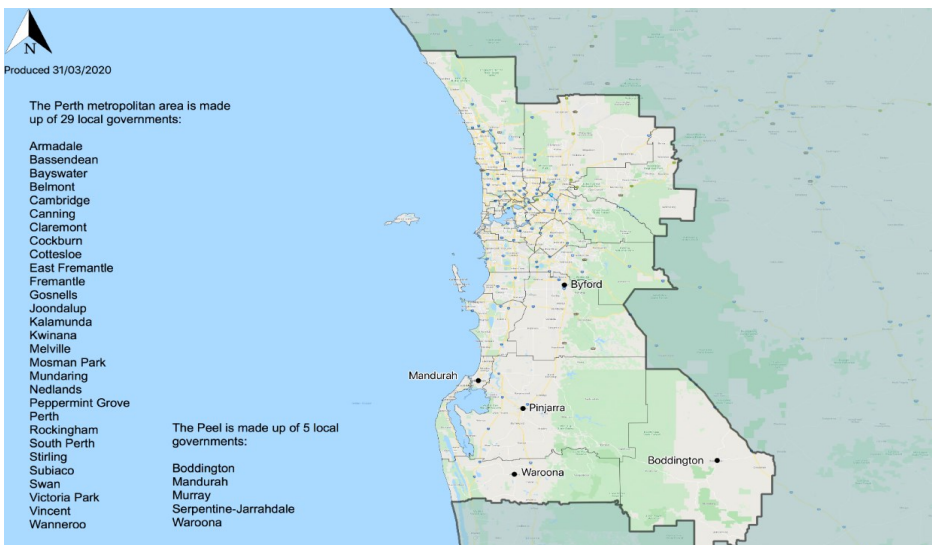
Exemptions will apply for:

- people travelling to work
- attending medical appointments
- transporting freight
- those who do not have access to groceries or supplies within their region
- returning to a place of residence
- attending school or an educational institution where necessary
- catering for family members
- compassionate grounds

Check points and mobile police patrols will be in place to monitor travel across boundaries and ensure people are doing the right thing.

People are encouraged, where possible, to assist police by preparing documentation, such as a letter/email/SMS from an employer, to support their legitimate travel.

Police have the power to enforce these restrictions, and issue fines of up to \$50,000.



Regional travel restrictions



To prevent the spread of coronavirus, intrastate restrictions have been introduced. From midnight Tuesday 31 March 2020, you will not be able to travel outside your designated region for non-essential travel.

If your travel is essential, and you meet the exemption requirements below, you will be required to complete a [Travel Exemption form](#).

Reasons for exemption:

- if you are returning home
- travelling to and from work
- to care for a family member
- to access food, medical or other essential services within the region
- to attend school or an educational institution
- if you're required to do so by law
- in an emergency ([click here](#) for more information)
- for veterinary or animal welfare services not available in your region
- compassionate grounds

Western Australia intrastate travel is defined as movement through the boundaries of the regions of Western Australia.

These regions include:

- Perth and Peel (due to their proximity, the Perth and Peel regions will form one region)
- South West
- Great Southern
- Goldfields-Esperance
- Mid-West
- Wheatbelt
- Gascoyne
- Pilbara
- Kimberly

**Forms available at the CRC or via
Email as per page 2**

Regional travel restrictions

Passenger Information Coronavirus (COVID-19)				
	Wash your hands regularly	Avoid touching your face	Cover coughs or sneezes	Stay home if you're sick

To prevent the spread of coronavirus, intrastate restrictions have been introduced. From midnight Tuesday 31 March 2020, you will not be able to travel outside your designated region for non-essential travel.

If your travel is essential, and you meet the exemption requirements below, you will be required to complete a Travel Exemption form.

Reasons for exemption:

- if you are returning home
- travelling to and from work
- to care for a family member
- to access food, medical or other essential services within the region
- to attend school or an educational institution
- if you're required to do so by law
- in an emergency ([click here](#) for more information)
- for veterinary or animal welfare services not available in your region
- compassionate grounds

Western Australia intrastate travel is defined as movement through the boundaries of the regions of Western Australia.

These regions include:

- Perth and Peel (due to their proximity, the Perth and Peel regions will form one region)
- South West
- Great Southern
- Goldfields-Esperance
- Mid-West
- Wheatbelt
- Gascoyne
- Pilbara
- Kimberly

Transwa Application for Exemption

I, _____ (print your name), hereby apply for an exemption to the requirement to travel across regional boundaries of Western Australia.

In accordance with the reasons for exemption below please circle why you believe you meet the criteria:

- You are returning home
- Travelling to and from work
- caring for a family member
- To access food, medical or other essential services within the region
- To attend school or an educational institution
- You're required to do so by law
- In an emergency
- for veterinary or animal welfare services not available in your region
- compassionate grounds

Please provide your contact details (mandatory fields)

Email:

Postal

Address: _____

Transwa Service Details:

To: _____

From: _____

Phone: _____

Signature: _____

Date: _____



**Public Transport
Authority**





COVID-19 testing criteria expanded

Anyone can now be tested at a WA COVID-19 clinic if they have **BOTH** a fever of at least 38°C **AND** acute respiratory infection (eg. shortness of breath, cough, sore throat)

Those working in high-risk settings can be tested with just one of those symptoms

Business Advisory South West & Peel is
powered by IPS Management Consultants

admin@ipsba.com.au

www.ipsbusinessadvisory.com.au

1300 275 477

FREE
Expert Advice

Business Advisory
SOUTH WEST & PEEL
POWERED BY IPS

PEEL REGION

QUALITY, TAILORED, SMALL BUSINESS ADVICE



SOLVING
A SPECIFIC
CHALLENGE OR
PROBLEM



GET SOUND
ADVICE FROM
EXPERIENCED
BUSINESS PEOPLE



CREATING
A PLAN ON
WHAT TO DO
NEXT



GET HELP TO
GROW, OR
IDENTIFY NEW
OPPORTUNITIES



STARTING A
BUSINESS, BUSINESS
STRUCTURES &
MARKETING

IPS MANAGEMENT
CONSULTANTS



Small Business
Development Corporation
Business Local

GOVERNMENT OF
WESTERN AUSTRALIA

JULIE BROAD
YOUR LOCAL BUSINESS ADVISOR



WE HAVE RECEIVED MANY QUESTIONS ABOUT PARTNERS/SPOUSES WHO ASSIST WITH THE TRANSPORT OF ESSENTIAL SERVICES / FIFO EMPLOYEES

Employees:

Oil & gas or mining company employees deemed as essential to have on their person at the time of the regional border crossing should have the following from their employer:

- A company letter (the company must provide this).
- A health declaration
- Individual photo ID (e.g.: Driver's Licence); and
- Be in uniform

Partner / spouse

Partner/spouse of employee will need to have:

- copy of the essential services letter for the employee they are transporting (see above), and
- travel declaration (see template below).

<Date>

To whom it may concern

Transport Assistance required for an Essential Service Cross Regional Border Traveller

– Mining, Oil & Gas Sector

I _____ am required to cross a regional border between <Home Region> and <Other Region> in order to support the transport of an person providing an Essential Service.

I am the spouse / partner / other of <First Name> <Surname> who is employed by <Company> and who is required to travel across a regional border as an Essential Services as a Specialist Skill Critical to Maintaining Key Industries or Business.

I have a copy of the above-named person's company letter confirming their essential service status.

I am in transit only and will take the most direct route.

This includes the following dependent children also in this vehicle

_____.

Signature: _____ Date: _____

WAROONA COMMUNITY RESOURCE CENTRE INC HAS FACTS SHEETS FOR:

- Info For Employees (as per page 7 but with examples)
- Info for Employers (as per page 8/9 but with examples)
- Info for Supporting Businesses
- Info For Cash flow assistance for businesses.
- Border Travel Exemptions
- TransWA Travel Exemptions

These are available out the front of the building printed or please email us at reception@waroonacrc.com.au for a digital copy.

We are happy to locate information for you if you are unable to access the Internet.

You Can Also find us on **Facebook** at : [@WaroonaCommunityResourceCentre](#)

And [@WaroonaFamilySupportService](#)

Information Sources links:

<https://www.servicesaustralia.gov.au/>

<https://www.wa.gov.au/government/announcements/covid-19-information>

<https://www.smallbusiness.wa.gov.au/coronavirus>

<https://www.peel.wa.gov.au/cta/information-relating-to-covid-19/>

<https://www.mediastatements.wa.gov.au/Pages/Search-By-Minister.aspx>

<https://www.transwa.wa.gov.au/>

<https://www.commerce.wa.gov.au/consumer-protection/covid-19-coronavirus-consumer-protection-faq>

Vulnerable Person Register and Volunteer Register

Waroona Community Resource Centre Inc. is compiling a Register of Vulnerable People. If you know of someone in the community who needs assistance, please fill out the form on our website, return to the Waroona CRC or email reception@waroonacrc.com.au. You can also find the form here <https://waroonacrc.com.au/.../.../Vulnerable-Person-Register.pdf>

We are also creating a Register of Volunteers to assist our Vulnerable people. Should you be able to assist in one of the following ways, please contact the Centre on the 9733 3011.

Pick Up Shopping

Pick up Medication

Post/Collecting Mail

Urgent Supplies

A Friendly Phone Call

A Shopping Buddy

People who register for either listing will need to agree to have their information shared to their match of services above to enable arrangements of assistance to be made.

Contact the Waroona CRC on 9733 3011 if you require further information.

The form is also printed on the back of the newsletter to be complete.




24/7 Mental Health Services

Beyond Blue

Anyone feeling anxious or depressed


 beyondblue.org.au

 1300 22 4636

Kids Helpline

Counselling for young people aged 5 to 25


 kidshelpline.com.au

 1800 55 1800

MensLine Australia


Men with emotional or relationship concerns


 mensline.org.au

 1300 78 99 78

Open Arms

Veterans and families counselling


 openarms.gov.au

 1800 011 046

Lifeline


Anyone having a personal crisis


 lifeline.org.au

 13 11 14

Suicide Call Back Service

Anyone thinking about suicide

 suicidecallbackservice.org.au

 1300 659 467



Is it an emergency?

If you or someone you know is at immediate risk of harm, call **triple zero (000)**

Hello, If you are self isolating due to the COVID-19, we can help.

My name is.....

Address.....

Phone number.....

We can assist by:

- | | | | |
|--------------------------|-----------------------|--------------------------|--------------------|
| <input type="checkbox"/> | Pick up Shopping | <input type="checkbox"/> | Pick up Medication |
| <input type="checkbox"/> | Post Mail | <input type="checkbox"/> | Urgent Supplies |
| <input type="checkbox"/> | A friendly Phone call | <input type="checkbox"/> | A Shopping Buddy |
- I confirm my information to be stored on a database and my personal information to be shared with volunteers to provide assistance

The Waroona Community Resource Centre is supporting the Shire of Waroona by maintaining a Vulnerable Persons Register and co-ordinating Community Volunteers to assist those who need assistance. Should you be able to assist or need assistance, please contact the Waroona Community Resource Centre on 08 9733 3011 or email reception@waroonarc.com.au

