

# Ministry of Justice COVID-19 Protection Framework – information for the public on entry requirements



## Entry requirements

Based on current Ministry of Health advice, the Ministry has developed these entry requirements in consultation with the judiciary to minimise the spread of COVID-19 in public facing buildings.

These entry requirements are applicable at all COVID Protection Framework traffic light settings (Red, Orange, and Green), and are effective from Tuesday 1 February 2022.

These entry requirements apply subject to judicial directions and protocols issued by Heads of Bench for particular courts.

[www.courtsofnz.govt.nz/publications/announcements/covid-19/court-protocols/](http://www.courtsofnz.govt.nz/publications/announcements/covid-19/court-protocols/)

- Every person entering a court building will be asked to show their My Vaccine Pass, or evidence of a recent negative COVID-19 test.
- A person who shows their My Vaccine Pass or provides evidence of a recent negative test will be able to enter the building.
- People who are required to attend court in person (e.g. pursuant to a summons, legislative requirement or judicial direction) will be allowed to enter the building even if they do not show a My Vaccine Pass or provide evidence of a negative test. However, their entry may be subject to special measures to manage health and safety risks.
- A person relying on a recent negative COVID-19 test for entry will need to organise their own test. For health and safety reasons, there will be no testing facilities at court buildings. Where possible, tests should be organised in advance.
- The Ministry will pay for COVID-19 tests for people who are required to attend court in person (e.g. pursuant to a summons, legislative requirement or judicial direction) and for victims of crime attending court. Other people relying on recent COVID-19 tests to meet entry requirements will need to meet the cost of their own tests.



## Health and safety practices

The Ministry has developed this health and safety approach at a national level with the ability to adapt at a local level, as each court building has its own unique physical layout, caseload, community and staffing situation.

We are working to ensure measures are applied effectively, with the overriding principle that the health and safety of every person who works in or comes to court must be protected.

- **Do not come to court if you are sick.** Access will continue to be denied to people showing signs of illness or who report feeling unwell. Those who have been deemed to be a close contact of a known case or who have been instructed to isolate will also be denied entry. Those who are denied access will continue to be referred to pandemic signage and advised to contact the Ministry on 0800 COURTS (0800 268 787).
- **Face coverings must be worn at all times (unless you have an exemption).** If you are required to give evidence then you may (if directed by a judicial officer) remove this or you may be required to wear a clear face covering, which will be provided to you. Face masks are available for you if you don't bring your own.
- **Physical distancing of 1 metre is required at Red, and encouraged at Orange and Green, throughout all buildings.** You must observe the physical distancing requirements of the building you are entering. You are also able to file documents electronically using file and pay (refer to [www.justice.govt.nz](http://www.justice.govt.nz) for details) and in some locations there will be physical drop boxes to allow any hard copy documents to be lodged safely without requiring direct contact with staff.
- **You must scan in using the COVID Tracer app** or provide your name and contact details on entry to enable contact tracing.
- **You must practice good hygiene at all times.** Cough or sneeze into your elbow. Hand sanitiser is available in all buildings. Cleaning supplies are provided at entrance points for everyone to wipe down items placed in screening trays. Staff regularly wipe trays with antibacterial wipes or antibacterial spray and disposable towels. Toilets contain antibacterial soap and disposable hand towels, which are regularly refilled by the cleaners onsite.
- **The Ministry has a high level of cleaning practices throughout all courts and buildings.** Cleaners are on site every night with a focus on high touch points throughout public spaces, horizontal surfaces in court and hearing rooms, public counters (including bail counters), and all publicly accessible interview rooms. Midday cleaning regimes occur at larger sites. Bio-cleans are conducted in response to suspected cases of COVID-19 at relevant sites. Air quality is being tested throughout all buildings to ensure good ventilation. Where additional ventilation is required this will be in place.