

Use this form if you are planning to access Lord Howe Island as a person required to provide services to persons on the Island. This includes trades and other staff. The purpose of this form is to ensure compliance with the *Public Health (COVID-19 Lord Howe Island) Order 2020*

| Section 1 - Personal Details | |
|--|-------|
| Full Name: | |
| Address: | _____ |
| City: | _____ |
| State: | _____ |
| Post Code: | _____ |
| Contact phone number: | _____ |
| Email address for all communications: | |
| Travel Details | |
| Proposed date of travel to LHI: | |
| Who are you proposing to travel with? (Qantas, Eastern Air) | |
| Section 2 – Provide detail of the reason for your access to LHI | |
| Please provide the following details: | |
| <ul style="list-style-type: none">Reasons for your proposed travel to LHI. Please include details of who you are providing services for. | |
| Please ensure that all documentary evidence is provided in support of this application. | |



Request for access to Lord Howe Island – Other

Proposed Quarantine Arrangements – Quarantine is mandatory for all persons accessing Lord Howe Island unless a quarantine exemption is granted.

Please detail where you propose staying during quarantine the required quarantine period, including details of the people that will be residing at the proposed place of accommodation. Note that applications proposing quarantine in shared accommodation may not be supported unless it can be demonstrated that social distancing can be maintained.

Request for partial or full exemption from quarantine requirements – Please detail the nature of any exemption you are seeking (Clause 7). Note – this exemption can only be granted by the Minister for Health.

Typically exemptions will only be granted for tasks/work locations where the work can be undertaken in isolation without coming into close contact with others. During non work periods approved applicants will be required to observe the usual quarantine requirements. Your response should detail proposed work location(s), nature of the work being undertaken and how you will travel to and from the worksite and any additional measures to minimise the risk of COVID-19 transmission during the quarantine period.

Contact details whilst in Quarantine

Phone number/email

Approvals

Approved/denied by:

Peter Adams
Chief Executive Officer – Lord Howe
Island Board.

If approved: The application is approved subject to the following conditions:

- 1.
- 2.
- 3.

Date:

If your application is approved, you will be emailed a letter of approval and we will inform your nominated airline.

Privacy Notice

Privacy Notice

The Lord Howe Island Board (**LHIB**), of Bowker Avenue Lord Howe Island, is collecting your personal and health information. LHIB is subject to the *Privacy and Personal Information Protection Act 1998* and *Health Records Information Privacy Act 2002* in managing your personal and health information respectively. Personal information means information or opinion about an individual whose identity is apparent or can be reasonably ascertained from the information or opinion. Health information includes personal information about the health of an individual.

The LHIB is collecting your personal and health information for the following purposes as relevant:

1. to assess if you are eligible to access Lord Howe Island while the *Public Health (COVID19 Lord Howe Island) Order 2020 (the Order)* is in effect;
2. to ensure that your proposed quarantine measures are suitable for the purpose of Order and the safety and well-being of others on Lord Howe Island;
3. for compliance and enforcement;
4. to obtain advice from health professionals and/or NSW Health for the purposes of assessing your proposed quarantine measures and the associated safety and well-being of others on Lord Howe Island; and/or
5. to provide to the Coordinator-General for the purposes of cl.5(3) of the Order and to provide any associated advice in relation to that decision.

For any of the above purposes, the LHIB may disclose your personal and health information to enforcement officers (including authorised officers and NSW Police), health professionals and/or NSW Health and the Coordinator-General and relevant staff at the Department of Planning, Industry and Environment as and when required. The LHIB will not disclose your personal and health information to any other third party, unless you provide consent, or it is permitted, or required to do so, under law.

The LHIB may only use your personal and health information in a way which is consistent with these purposes or in a way that is otherwise permitted under law.

You may provide the personal information of other people when you complete this form. Before you do so, you must obtain their consent to provide this information and for it to be used in accordance with this Privacy Notice.

Providing your personal and health information to LHIB is voluntary, as entering Lord Howe Island is voluntary. But failure to provide your personal and health information will mean that the LHIB will not be able to allow you to access Lord Howe Island.

The LHIB will store your personal and health information electronically on its servers. The LHIB servers are secured by limited access and password protection.

You have a right to access your personal and health information that is held by the LHIB. You also have a right to request that it be corrected or amended. For further information please contact the LHIB administration on 6563 2066.