

**KEEP  
ON TOP OF  
COVID**

# Knowing what to do (businesses and employees)

**CHECK IN  
TAS**

**1**



Know who needs to check in - each individual (including staff) aged 16 years or older no matter how short their visit to the premises is.

**2**



Know where your QR code posters are displayed - if they are easy to see, they are easy to point people to.

**3**



Be ready to help people check in by getting familiar with the **How to check people in** info sheet.

**4**



Know what to tell people that don't want to check in - the app plays an important role in contact tracing, keeping the community safe and keeping Tasmania open for business.

**5**



Know what happens to people's data - contact details are securely stored by Tasmania's Department of Health for 28 days, and not accessed unless required for contact tracing. The most secure way to check in is by scanning the QR code through the Check in TAS app, rather than the camera function on the phone.

**For extra support contact the Business Tasmania Hotline  
on 1800 440 026 or visit [www.business.tas.gov.au](http://www.business.tas.gov.au)**

**[www.coronavirus.tas.gov.au/checkintas](http://www.coronavirus.tas.gov.au/checkintas)**