

We all need to do our part in preventing the spread of the COVID 19 Virus. While one person may not be at risk for serve symptoms or outcomes, others around them, or at home might.

If you or someone at home is showing symptoms (fever, cough or difficulty breathing), phone your supervisor prior to coming to work.

Each operating company has different interactions within their internal/external groups and with the public which must be considered. In order to reduce the potential of further contacting and spreading the virus, follow the Coronavirus Prevention and take the additional safety recommendations whenever possible until further notice.

Implement Workplace Controls

Occupational safety and health professionals use a framework called the “hierarchy of controls” to select ways of controlling workplace hazards. In other words, the best way to control a hazard is to systematically remove it from the workplace, rather than relying on workers to reduce their exposure.

For all our operations the following are to be implemented:

Work Activity Hazard Assessment Review

- Hazard assessments for all work activities should be reviewed and updated to **include COVID 19**, specifically for those operations who deal directly with the public and have a greater risk of exposure.

Signage

- Post signage throughout the work site to remind staff to wash hands frequently

Perform Routine Environmental Cleaning

- Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops, and doorknobs. Use the cleaning agents that are usually used in these areas and follow the directions on the label.
- Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks) can be wiped down by employees before each use.
- Washrooms and Lunchrooms, should be cleaned frequently, this may require enhanced services from your janitorial firm
- Vehicles and equipment should be cleaned using sanitized wipes at the end of the employee’s shift by the employee who used the vehicle

Coronavirus prevention



Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use an alcohol-based hand sanitizer.



Avoid touching your eyes, nose, and mouth with unwashed hands.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Avoid close contact with people who are sick.



Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick.

CBC NEWS



COVID 19 COMMUNITY EXPOSURE PREVENTION OPERATIONS DIRECTIVE

Public Contact and Meetings

- Meetings with clients should be done via telephone or video conference when possible
- Physical contact with the public should be limited, but when required keep personal space, wear a mask, do not shake hands
- Crew meetings should be limited and may be best done on site, outdoors, and while maintaining personal space

Client Relations

- All operations should keep in regular contact with their clients and discuss our protocols regarding **COVID 19**

Site Deliveries

- Arrange a specific drop off site when possible
- Wear a mask when communicating with the delivery driver

Subcontractors and Community

- Share best practices with your subcontractors and ensure they follow the protocols listed above
- When discussing project work with crew, ensure they understand exposure mitigation techniques being implemented
- Ensure Subcontractors have reviewed the updated hazard assessment for the work being done

Contingency Plan Development by OpCo

- Ensure sufficient supplies of PPE and other previously mentioned items to address immediate needs
- Work on contingency plans for the potential reduction in services, supply chain, personnel and forward those plans to your Director or VP
- Meet with your clients to discuss Contingency Plans
- Meet with your staff to discuss Contingency Plans

Home Environment

- Consider potential exposures and remain vigilant on monitoring your family for symptoms
 - ex. kids at school/daycare, grocery stores, senior care homes
- If you or someone at home is showing symptoms (fever, cough or difficulty breathing), avoid the hospital and call **HealthLink BC/AB 8-1-1** for consultation on where to be tested
- Be considerate of those with compromised immune systems and the elderly – visit via phone call instead of in person