

OKANAGAN NATION ALLIANCE

COVID-19 Infection Prevention and Hazard Control Protocol

Updated: May 6th, 2021

The British Columbia Provincial Health Order has been put in place to help prevent and control the transmission of COVID-19 among employees at the workplace. This protocol is to be posted at all worksite locations, offices as well as ONA fleet and boat stations.

ONA is adhering to the British Columbia Provincial Health Orders for the purpose of this policy and protocol document:



ASSESS AND MONITOR HEALTH:

- Employee(s) to perform a self-assessment using the following tool found at: <https://bc.thrive.health/covid19/en> or download and use the BC COVID-19 Support app (Apple and Android)
- Upon completion of the self-assessment, an employee determines they may have signs or symptoms of COVID-19 he/her will remain at home and immediately report to their supervisor. Contact 811 or your health care provider if further advice is required, call 911 in an emergency.
- During the work day, if he/her becomes ill (i.e., fever, sore throat, coughing, sneezing, or difficulty breathing), immediately inform the supervisor. Supervisors will isolate the employee, and arrange to contact a health care provider for further guidance. The employee is to return directly home to

- self-isolate. If positive for COVID-19, notify ONA to follow-up and await direction from Public Health.
- Employees that have been recommended to self-isolate by Public Health will not return to work until their medical provider and/or Public Health has determined it is safe to do so.
 - If healthy enough to work from home, communicate with your supervisor to plan accordingly.
 - If an employee has come in contact with a positive COVID-19 individual, see detailed instructions for self isolation <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>

MANDATORY MASK POLICY:

Reference:

ORDER OF THE PROVINCIAL HEALTH OFFICER

(Pursuant to Sections 30, 31, 32, 39 (3) and 54 (1) (h) and 2, Public Health Act, S.B.C. 2008)

WORKPLACE AND POST-SECONDARY INSTITUTION SAFETY

– April 21, 2021

The Public Health Act is at:

<http://www.bclaws.ca/civix/content/complete/statreg/08028/?xsl=/templates/browse.xsl>

“Employers must include in their COVID-19 safety plan a requirement that a worker in an indoor common area must wear a face covering over their nose and mouth, subject to the exceptions in section 9.”

Definition:

“indoor common area” means the indoor area of a workspace that is provided for the common use of all workers, including:

- i. elevators, lobbies, hallways, stairwells, bathrooms, break rooms, kitchens, cafeterias, photocopy rooms, supply rooms, meeting rooms and workplace or post-secondary institution fitness facilities;**
- ii. a workplace vehicle when being used to transport more than one worker for work-related purposes;**
- iii. a vehicle provided by a post-secondary institution when being used to transport students;**
- iv. the indoor or sheltered portion of a terminal, station, or other location at which a worker loads or unloads goods from a transportation vehicle.**

INCREASED EMPLOYEE HYGIENE:

- Wash hands frequently throughout the day. Should soap/water not be available, use at least a 70% alcohol based hand sanitizer.
- Portable hand washing stations will be made available to employees in the field and will be checked, cleaned and restocked with supplies as necessary.
- Cleaning products and hand sanitizer will be readily available and restocked by the ONA as required.

PHYSICAL DISTANCING:

- Reduce close contact by maintaining physical separation (2 meters/ 6 feet)
- Where possible, employees will be assigned to individual workstations or an area of the field that provides separation from other individuals.
- Start/stop times, breaks should be staggered to minimize employees congregating.
- Reduce in-person meetings, avoid gatherings and hold site meetings in open spaces or outside while maintaining physical distance.

COHORTS:

- Determine if a cohort can be created and utilized for a time period (i.e. a complete season) or a single project (i.e. harvest). A cohort is a small group of employees that will work with each other for the time period of the project. When a cohort requires change a risk analysis will be completed before any changes take place.
- While working with your cohort, you must maintain physical distancing where possible.

UNABLE TO MAINTAINING PHYSICAL DISTANCE:

- Where 2m/6 feet of distance is not possible, employees MUST wear masks and a physical barrier is to be constructed where feasible.
- Barriers will be site specific and installed to minimize risk of transmission of COVID19 (i.e., Plexiglass)

TRAVELING TO AND FROM WORKSITES:

- When possible limit to single occupancy in a vehicle.
- Full vehicle occupancy is acceptable. Driver restrictions apply for all N drivers.
- Employees MUST wear face masks when there is more than one person in the vehicle.
- Further risk assessment will be required to determine if further engineering and/or administrative controls need to be implemented. This will be addressed on a project specific basis as the requirements of movement will be different in each situation.
- Travel within BC to be minimized to essential travel only.

HAND SANITIZER WILL BE MADE READILY AVAILABLE

CLEANING AND DISINFECTION PROTOCOLS (FLEET AND EQUIPMENT):

Fleet Vehicles are to be cleaned after each use:
Door handles (inside and out) Rear-view mirror
Window buttons, Arm rests, Steering wheel and controls Grab handles, Seat adjusters
Wiper and turn signals handle Seat belt buckles
Shifter Radio and communication devices
Dash controls and buttons Ventilation grilles and knobs

ONA EQUIPMENT SPECIFICS:

ONA utilizes many types of equipment for office/field work. Where possible, each employee will utilize only their own tools and equipment. Shared tools and equipment must be wiped down and cleaned with a disinfecting agent between uses. Employees will not share PPE (i.e., safety glasses, non-disposable gloves, waders) these items will be assigned and labelled per employee.

OFFICE:

MASK(S) MUST BE WORN IN ALL “INDOOR COMMON SPACES”

- Items that cannot be easily cleaned and disinfected should be removed (e.g., magazines).
- Post signs to encourage hand hygiene among all staff and guests.
- Physical distancing should be enforced at all times.
- Signs will be posted to limit the number of people permitted in the kitchens, boardrooms and any other common areas.
- Depending on the availability of professional contracted cleaners; the ONA will negotiate the frequency of additional cleaning schedules as needed in the various office locations.
- Cleaning and disinfecting supplies will be made available to staff.

HAND SANITIZER WILL BE MADE READILY AVAILABLE

LABORATORY:

MASK(S) MUST BE WORN IN ALL “INDOOR COMMON SPACES”

- Only lab staff are permitted into lab bench areas.
- Use provided hand sanitizer when accessing common areas.
- Staff can access bathrooms through the back door during working hours. Access should be staggered where possible to maintain physical distancing.

HAND SANITIZER WILL BE MADE READILY AVAILABLE

ENTERING A COMMUNITY:

- Contact the community before entering to determine any local guidelines/protocols to follow.
- Reduce or eliminate the number of social interactions within a community.
- If required to interact with community members maintain physical distance and wear a mask.
- Practice good hygiene (wash hands, don't touch face).
- Clean and disinfect high touch areas.

WHEN WORKING OFFSITE (I.E., HOTEL, CAMP SITE):

- Minimize interaction and maintain physical distancing when social interactions are necessary (i.e., grocery shopping).
- Practice good hygiene before and after each interaction.
- Limit one person per group to do the shopping for food and essentials.
- Separate accommodation is recommended (one person per room). Shared accommodation only if within the same social bubble.

DAILY SAFETY BRIEFING:

Field crews shall report to their supervisor upon completion of the work day to review the following

- Review the measures to prevent infection and transmission.
- Report any potential illness.
- Were there any COVID-19 risks identified?
- What were the potential risk areas, events or scenarios?
- What can we do to further reduce the risks?
- What can we do to improve the protection controls?

It is important that all Provincial Health Orders are followed. Any reports or incidents needing immediate attention be delivered to the JOHSC for review and follow up. Public Health Orders are subject to change at any time. All orders will be reviewed regularly and changes will be made accordingly. Provincial bylaws are mandatory for all Federal and Provincial employees. Provincial Bylaw and the “Order of the Provincial Health Officer” attached.

**Public Health Orders/updates can be found at
<http://www2.gov.bc.ca/gov/content/covid-19/info/restrictions>**

“Provincial restrictions are in place to help stop the spread of COVID-19. Some restrictions are made by the Provincial Health Officer (PHO) under the Public Health Act and others are made under the Emergency Program Act (EPA). Most orders can be enforced by police and compliance enforcement officials.”

While the protection of ONA staff and guests is first and foremost discrimination, harassment and violence will not be tolerated. The B.C Human Rights Code protects the rights of individuals with the inability to adhere to a Public Health Order. A copy of a letter provided by Kasari Govender BC’s Human Rights Commissioner is attached.