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WL Construction COVID-19 Safety Plan

Acknowledgment

This document is based on guidance provided by the Provincial Health Officer, BC Communicable Disease Control, WorkSafeBC, and Northern Health Authority.

WorkSafe BC

WL Construction has referred to WorkSafe BC's 6-step "Guide to Reducing the Risk of COVID-19" as the compliance guide. The 6 steps are as follows:

1. Assess the risk at your workplace
 - a- Risk assessment for COVID19 is provided by public health
 - b- Identifying areas of risk requiring controls by the Management/Supervisor in collaboration with the Joint Health & Safety Committee
2. Implement protocols to reduce the risks
3. Develop policies / procedures / protocols
4. Develop communication plans and training
5. Monitor your workplace and update your plans as necessary
6. Assess and address risks in resuming operations

Responsibilities for Workplace Health and Safety as per WorkSafe BC

The roles and responsibilities remain the same as follows:

1. WL Construction is responsible to ensure a safe and healthy workplace
2. Management/Supervisors are responsible for ensuring the health and safety of the workers that report to them. Providing specific instruction and direction to ensure they are aware of all known hazards.
3. WL Construction is responsible for complying with the Health & Safety Program including all policies, procedures, and protocols.

Employees have the right to:

1. Know about the hazards in the workplace.
2. Participate in health and safety activities in the workplace.
3. Refuse unsafe work

Risk Identification and Assessment

The assessment of risk with respect to COVID-19 is the jurisdiction of public health, specifically, this includes the Provincial Health Officer, BC Communicable Disease Control (BCCDC), and Northern Health Authority.

Understanding COVID-19

Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases. The SARS-CoV-2 virus is a new strain of virus which first emerged in humans in 2019 and results in COVID-19 disease. COVID-19 has resulted in a Global Pandemic due to its ability to cause mild to severe illness with the potential of death.

Signs and Symptoms

The symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold. **COVID-19 symptoms can range from mild to severe.** Sometimes people with COVID-19 have mild illness, but their symptoms may suddenly worsen in a few days. The following is a list of key symptoms:

1. Fever
2. Chills
3. Cough or worsening of chronic cough
4. Shortness of breath
5. Loss of sense of smell or taste
6. Diarrhea
7. Nausea and vomiting

Transmission Routes

The virus that causes COVID-19 spreads in several ways:

1. It can spread in droplets when a person coughs or sneezes.
2. It can also spread if you touch a contaminated surface and then touch your face.
3. The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near.
4. The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short periods of time.

Surface Transmission Assessment

WL Construction has identified general areas in work sites and offices where surfaces and other materials are touched often by staff, including tables, desks, light switches, doors, tools, and vehicles. WL Construction identifies these areas and the frequency of cleaning/disinfecting that is required each day.

Physical Distancing Assessment

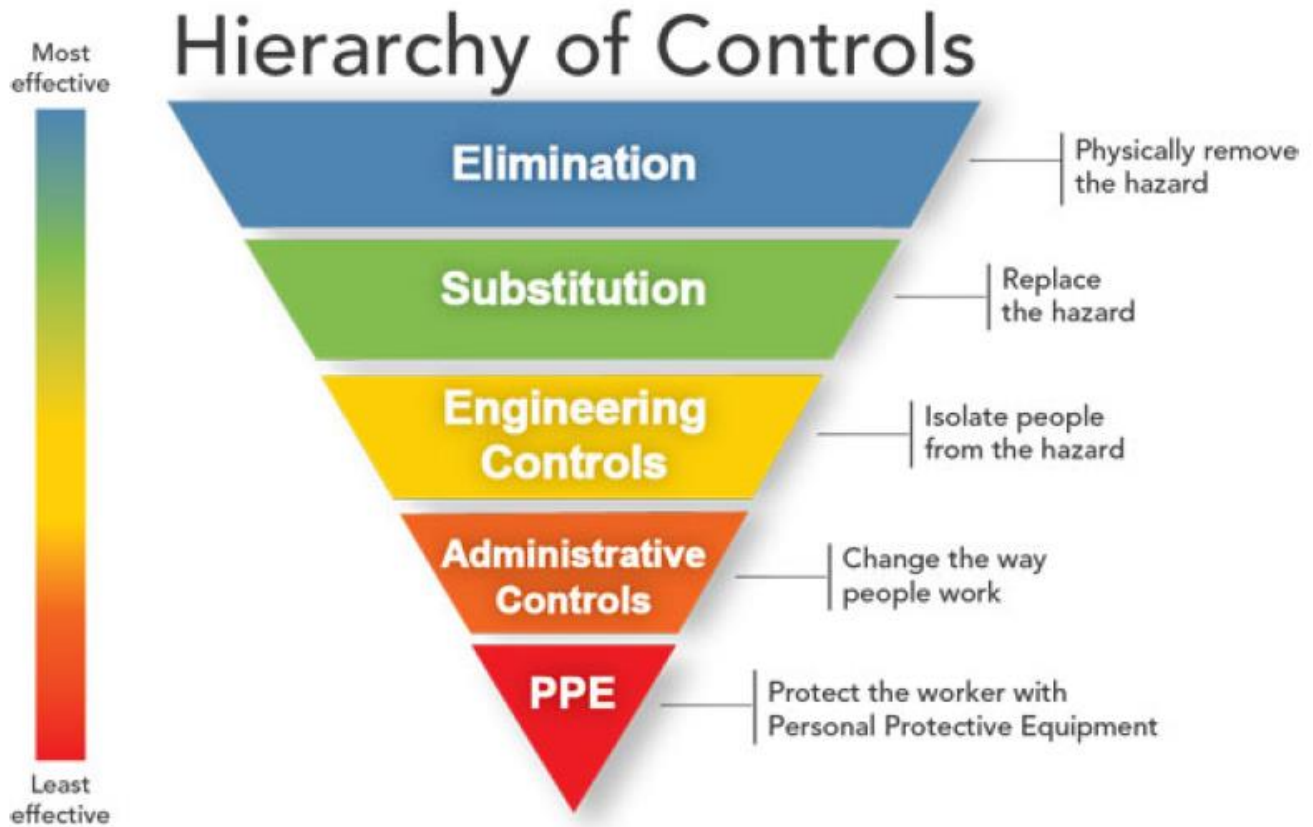
The Provincial Health Officer (PHO) recognizes that construction sites require flexibility when it comes to providing ideal situations with regard to physical distancing. Physical distancing is challenging in a construction setting. At the same time, it is important that we do what we can to try to assist workers and staff in understanding the importance of minimizing the frequency of physical contact with one another. It has been recognized that maintaining physical distancing when working can be challenging, especially with certain tasks. WL Construction has also identified general areas where staff and workers may gather (hallways, work shops, meeting rooms, lunchrooms, washrooms, photocopy rooms) and the sites have implemented control measures to minimize access and/or occupancies in these areas.

Infection Prevention and Exposure Control Measures

Infection prevention and exposure control measures help create safe environments by reducing the spread of communicable diseases like COVID-19. These are more effective in “controlled” environments where multiple measures of various effectiveness can be routinely and consistently implemented.

Hierarchy of Controls

The Hierarchy of Infection Prevention and Exposure Control Measures for Communicable Disease describes measures that should be taken to reduce the transmission of COVID-19 in worksites and offices. Control measures at the top are more effective and protective than those at the bottom. With WL Construction implementing various measures and safety protocols for the staff, workers, and visitors to comply with throughout the jobsites/buildings, the risk of COVID-19 will be reduced substantially.



Control Measures and Protocols in Place to Reduce Risk

Access to Buildings

WL Construction has posted signs at the entrances of our office indicating who is restricted from entering. Access to buildings has been limited to business services, WL Construction staff and workers. Clients and suppliers are asked to contact the office to schedule appointments if necessary. Visitors will be required to wear a non-medical mask in high traffic areas such as board rooms and front entrances, and in common areas such as hallways, or whenever physical distance cannot be maintained.

Contact Tracing

WL Construction will require all workers and visitors to both jobsites, and the office, to do both the Daily Self Assessment and record their name, company, phone number, time in/out, and verification of self

assessment. Please see bottom of this document for the WL Construction COVID-19 Sign In Sheet and also the WL Construction Self Assessment Sheet. Alternatively, WL Construction approves the use of the online BC COVID-19 assessment tool. If any worker or staff member prefers to use it, it can be found at <https://bc.thrive.health/>

Mass Gatherings

The *Provincial Health Officer's Order for Mass Gathering Events* prohibits the gathering of more than 50 people for the purpose of an event. This order does not apply to workplaces such as office buildings, workshops, etc. The Order is focused on one-time events where people gather and where control measures may be hard to implement.

Health Requirements While on Site

1. Workers and staff are asked to stay home if sick or symptomatic and are encouraged to seek medical advice.
2. All workers and staff who have symptoms of COVID-19 or have travelled outside Canada in the last 14 days or are identified as a close contact of a confirmed case or outbreak are directed to stay home and self-isolate, including children of essential service workers who are ill.
3. Workers and staff are asked to perform the Daily Health Check prior to arriving at either the jobsite or the office/shop.
4. In the event of illness, workers and staff should seek further medical guidance by completing the COVID-19 self-assessment tool, call 8-1-1 or the Northern Health COVID-19 Online Clinic & Information Line (not the local health unit) at **1-844-645-7811**. The virtual clinic will assess, arrange for testing if necessary, and report to public health. **Anyone experiencing symptoms of illness should not return to work until they have been assessed by a health-care provider to exclude COVID-19 or other infectious diseases and their symptoms have resolved.**

If a worker or staff member develops symptoms at work

You should:

1. Provide the worker or staff with a non-medical mask if they do not have one (exceptions should be made for people who cannot wear masks for medical and/or disability-related reasons).

2. Provide the worker/staff with a space where they can wait comfortably that is separated from others.
3. Make arrangements for the worker/staff to go home as soon as possible.
4. Clean and disinfect the areas the worker/staff used.
5. Encourage the worker/staff to seek assessment by a health-care provider.
6. Request that the worker/staff to stay home until COVID-19 has been excluded and symptoms have resolved. In the event of a confirmed COVID-19 case and were potentially infectious while they were at work:
 - a. Public health will perform an investigation to determine if there were any potential close contacts.
 - b. Workers and staff who have interacted with the confirmed case may be asked to stay home while public health completes their investigation.
 - c. If it is determined that there are close contacts within workers and staff, public health will notify WL management to request lists to assist with contact tracing and provide guidance on what steps should be taken.
7. Public health may then:
 - a. Recommend 14-day isolation if necessary (for confirmed close contacts).
 - b. Recommend monitoring for symptoms if necessary.
 - c. Provide follow-up recommendations if necessary.

Hand Hygiene

The following are in place at WL Construction office and jobsites:

1. Staff and all visitors are asked to wash their hands immediately upon entering the building.
2. Proper hand washing instructions and posters have been provided
3. When sinks are not available, alcohol-based hand rub containing at least 60% alcohol is provided.
4. Staff are regularly reminded about the importance of diligent hand hygiene

Respiratory Etiquette

Staff have been provided the following direction:

1. Cough and sneeze into their elbow, sleeve, or a tissue. Throw away used tissues and immediately perform hand hygiene.
2. Refrain from touching their eyes, nose, or mouth with unwashed hands.
3. Refrain from sharing any food, drinks, unwashed utensils, cigarettes, or vaping devices.

Personal Protective Equipment (PPE)

Face Masks / Face Shields

1. Non-medical masks are required to be used in situations where a person cannot maintain physical distance and is in close proximity to another person.
2. Workers and staff will be required to wear non-medical masks in high traffic areas.
3. Workers and staff will be provided a mask where required.
4. Workers and staff are permitted to wear their own personally owned masks.
5. Workers and staff that cannot maintain physical distance will be required to wear a mask.
6. Exceptions will be made for workers and staff who cannot wear masks for medical and/or disability-related reasons.
7. A mask will be provided to workers and staff that become ill at work and do not have one readily available.
8. The use of a mask (where not required) is a personal choice. It is important to treat people wearing masks with respect.
9. Masks are required in hallways, public/shared washrooms, shared offices and areas when physical distancing cannot be maintained and where there is no physical barrier in place.

Other PPE

1. Personal protective equipment (PPE), such as gloves are not needed, beyond those used by workers and staff as part of regular precautions for the hazards normally encountered in their regular course of work.

Additional Physical Distancing and Minimizing Physical Contact Measures

The following physical distancing strategies have been provided:

1. Physical barriers have been installed in select locations such as head office front desk.
2. Avoiding close greetings (e.g., hugs, handshakes).
3. Spreading people out into different areas (reassigning job tasks to suit physical distancing).
4. Arrange seating in board rooms and lunchrooms so staff are not facing each other and using consistent or assigned seating arrangements.
5. Store excess equipment where possible (e.g. equipment that might not be of use during the pandemic) to make open more space.
6. Striving to minimize the number of workers that interact throughout the day.
7. Access to head office and jobsites has been limited or restricted to pre-scheduled appointments as required. Visitors will be required to review all site-based safety protocols when visiting locations.

8. Incorporating more individual activities or activities that have more space between workers and staff.
9. Managing flow of people in common areas, including hallways.
10. Canceling of company wide safety meetings and have changed to site specific to reduce numbers of people gather at one time.
11. Encouraging private vehicle use where possible to decrease transportation density.
12. Where company vehicle use is still required, masking rules will be in effect during transport.
13. Extracurricular activities have been discouraged amongst staff.
14. Limit use of shared items.

Site Guidelines & Protocols in Place for COVID19

Staff are required to follow all safety protocols that have been implemented by WL Construction for both office and site levels.

Shared Office Space for Staff

WL Construction will follow the guidance from WorkSafeBC on Offices: Protocols for returning to operation for office settings occupied by adults only (e.g. Administration Office). In these spaces, physical distancing must be maintained.

Joint Health and Safety Committees / Site-Based Safety Plans

In collaboration with the Joint Health & Safety Committee, Management/Supervisors were required to develop site-based safety plans by following the Joint Health & Safety Committee training, guidance documents and resources. Joint Health & Safety Committees are required to meet monthly to review safety plans and make appropriate changes where necessary. Site Inspections will continue to be conducted monthly.

Cleaning and Disinfecting Protocols

Enhanced, regular cleaning and disinfection is in place to prevent the transmission of COVID-19 from contaminated objects and surfaces. Spaces are being cleaned and disinfected in accordance with the BCCDC's Cleaning and Disinfectants for Public Settings document.

Communication and Training / Orientation

Staff Communication and Training / Orientation

Supervisors are to communicate the information provided in this COVID19 Safety Plan, WL Construction Safety Protocols, and your Site-Based Safety Plan with all workers and staff.

NOTE: If there are site specific tasks or processes that are identified as a possible risk to staff that has not been identified in the WL Construction Safety Plan, supervisors will be required to conduct a risk assessment of those tasks or processes to determine if additional controls or measures need to be implemented.

Worker and Staff Awareness

Workers and staff are to follow hand hygiene protocols, respiratory etiquette, physical/minimizing contact measures and wearing a mask where necessary. To promote awareness and as a reminder:

1. Proper hand washing signs have been provided to be posted in washrooms and near hand washing sinks.
2. Respiratory Etiquette and Physical Distancing posters have been provided to be posted throughout the buildings.
3. Posters have been installed throughout the building to promote awareness and educate staff and students on the importance of maintaining distance as much as possible.
4. Education and training will be reviewed on an ongoing basis.

Workplace Monitoring

WL Construction will continue to update workers and staff with any new information provided by the Provincial Health Officer, WorkSafe BC and/or the Local Health Authority. As the situation evolves, all safety measures, procedures and protocols will be monitored and reviewed to ensure continued

effectiveness. Management/Supervisors and the Joint Health & Safety Committees will continue to frequently meet to identify and address any health and safety concerns.

Emergency Procedures

WL Construction emergency procedures remain unchanged at this time. In the event of an emergency evacuation, distancing measures are to remain in effect at all muster points.

Reporting Occupational Injuries or Illness

The incident reporting process for all occupational injuries or illnesses remains unchanged.

Staff Reporting COVID-19 Related Concerns

Should a staff member have any health and safety concerns, they are to report to Management/Supervisor/Safety Advisor, or the Joint Health & Safety Committee. The contact information for all these parties is available at your jobsite or by request.

Promoting a Safe Physical and Emotional Environment

WL Construction has provided the workers and staff with resources and tools to promote emotional health and wellness during this time. Workers and staff are encouraged to practice the 3 R's: Reassurance, Routines, and Regulation.

COVID 19 SELF ASSESSMENT

This self-assessment must be completed by anyone wishing to access this worksite

1. Are you experiencing any of the following?

- Severe difficulty breathing (e.g. struggling to breathe or speaking in single words)
- Severe chest pain
- Having a very hard time waking up
- Feeling confused
- Losing consciousness
-

2. Are you experiencing any of the following?

- Mild to moderate shortness of breath
- Inability to lie down because of difficulty breathing
- Chronic health conditions that you are having difficulty managing because of difficulty breathing
-

3. Are you experiencing cold, flu or COVID-19 like symptoms, even mild ones?

Symptoms include: Fever*, chills, cough or worsening of chronic cough, shortness of breath, sore throat, runny nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, muscle aches.

While less common symptoms can also include stuffy nose, conjunctivitis (pink eye), dizziness, confusion, abdominal pain, skin rashes or discoloration of fingers, or toes.

Fever: Average normal body temperature taken orally is about 37°C.

4. Travel

Have you travelled to any countries outside Canada (including the United States) within the last 14 days?

5. Contact

Did you provide care, or have close contact with a person with confirmed COVID-19?

Note: this means you would have been contacted by your health authority's public health team.

If you are displaying any of the above symptoms of COVID-19 or have answered yes to any of these questions we ask that you do not enter this worksite and that you refer to HealthLink BC at 811 immediately.

