



RESPONSE MEASURES – COVID-19 (CORONAVIRUS)

Infection, Prevention & Control Plan

INDUSTRIAL FORESTRY SERVICE LTD.

OPERATIONAL FORESTRY DEPARTMENT

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Introduction

The province of British Columbia has declared a public health emergency in response to the Covid-19 virus. Covid-19 is a virus that can cause severe respiratory illness resulting in hospitalization and in extreme cases death. All individuals are at risk, but the more susceptible are those with pre-existing health issues and seniors.

The most common symptoms include a cough, fever, sore throat and difficulty breathing; however, people can be asymptomatic and have the virus without showing any symptoms.

Spread and infection of this virus can occur through the inhalation of droplets in the air that are produced when someone coughs, sneezes or speaks in close proximity to other people or by touching potentially contaminated surfaces and then touching the face, nose, mouth or food. The virus can also spread when touching contaminated surfaces then touching another surface where the virus can transfer.

Policy

Industrial Forestry Service Ltd. is devoted to delivering a healthy and safe workplace for all workers in all of our working operations (i.e., office, compound and field operations). IFS will implement specific measures and practices to prevent exposure and spread of Covid-19. These measures are described herein and will be implemented at the following levels including:

- 1) General measures;
- 2) Employee and individual measures;
- 3) Self-isolation and return to work measures; and
- 4) Specific task related safe work protocols where appropriate.

General Measures

- Staying up-to-date daily on all health updates via CDC (Centre for Disease Control and Prevention), WHO, local health authorities, federal, provincial and local government briefings and providing relevant information and updates to staff.
- Providing Covid-19 access from official informational resources to employees such as websites, links and the self-assessment tool; also outside mental health sources of support for those experiencing stress/anxiety (www.crisiscentre.bc.ca).

- Providing alcohol-based hand sanitizers, disposable gloves, disinfectant wipes, proper hand-washing stations at all work locations.
- Providing spray bottles containing a bleach solution (as recommended by the CDC) at the IFS offices and compounds.
- Management and Supervisors will observe and ensure that all employees are consistently practicing good hygiene and social distancing at all times while carrying out their work.
- Staggering meal times on shift jobs, and breaks at the offices, resulting in smaller break gatherings so that social and physical distancing can be maintained.
- Ensure surfaces and common areas are properly sanitized using disinfectant wipes, hot water, soap bleach solution as well as a bleach spray solution before and after breaks, and regularly throughout the day, following government and health organizational protocols.
- Daily sanitization of all common surfaces including:
 - OFFICES & COMPOUND
 - tables and chairs
 - phones, handheld radios, charging stations and electronic devices such as tablets
 - doorknobs (inside/outside)
 - light switches, cupboard/closet handles, stair railings, bathroom toilet handles, taps, light switches, door handles
 - all common handles, including coffee pots, microwaves, fridge,
 - pens used for sign in/out forms
 - all counter and table surfaces.
 - Windows and outside doors are regularly opened to provide additional airflow and ventilation.

ON SHIFT (CAMP-OUTS, LODGES, ETC)

- cooking area (tables, chairs, utensils, cookware, freezer, food bins, etc)
- portable washroom
- laptop 'crew' computer
- job boxes
- truck steering wheels, handles, interior
- ATV handles, keys, etc.

Employee and Individual Measures

- Maintain physical/social distancing of **2 meters** (six feet) from others at all times.
- If an employee begins to feel unwell while at work; immediately separate themselves from other workers, notify and report symptoms to their supervisor or office and go home.
- If an employee feels unwell while at home, do not come to work, notify the office and stay home.

- Keep all personal items such as lunch bags, brief cases, coffee cups, etc off of communal tables. Keep such items in your personal workspace in offices, or with your own gear at camps. These measures are to prevent surface transmission and possible contamination from outside sources
- Regularly use provided hand sanitizers, follow regular hand washing practices, and use of provided bleach solution spray bottles on toilet surface for additional sanitary measures after using washrooms and camp toilets.
- Be mindful and aware of social distancing procedures both on the worksite and in their daily interactions away from work.
- Comply with provincial government health assessment questions to determine fitness for work and safety for all.
- Comply with government direction regarding self-isolation and quarantine (e.g. stay away from work and self-isolate for at least 10 days or as otherwise directed by a health practitioner if any Covid-19 symptoms are experienced).
- Communicate any safety concerns with supervisors or management.
- Follow all sanitary protocols and personal etiquette and become familiar with provided procedures in place regarding such.

Social or Physical Distancing

SOCIAL DISTANCING

or 'physical distancing' means reducing close contact with other people to slow the spread of the coronavirus.

When you stay at home and avoid contact with other people as much as possible
 you can prevent other people from becoming sick, and help make sure our hospitals have room and supplies for patients who need care.

<div style="background-color: red; color: white; text-align: center; padding: 5px;"> <h3>STOP!</h3>  </div> <p>Stop meeting in groups</p> <ul style="list-style-type: none"> • House parties • Outdoor parties • Beach crowds • Mingling with friends • Public gatherings • Playdates • Playgrounds • Non-essential travel • Malls • Church Services • Sleepovers • Group Hangouts • Celebrations • Bars, Restaurants, Gyms 	<div style="background-color: yellow; text-align: center; padding: 5px;"> <h3>USE CAUTION / LIMIT</h3>  </div> <p>If you have no symptoms and need to go out, stay at least 2 meters (about 6.5 feet) apart from other people - about the width of a car. Wash your hands after.</p> <ul style="list-style-type: none"> • Grocery shopping • Picking up medications • Walking in a public area • Transportation to a job • Take out food / food delivery <p>Drop off essential supplies for friends or relatives at the door (wash your hands before handling)</p>	<div style="background-color: green; color: white; text-align: center; padding: 5px;"> <h3>SAFE TO DO</h3>  </div> <p>Stay at home. Do these things with your household members or alone.</p> <ul style="list-style-type: none"> • Play in your yard • Yard work, gardening • Meet with friends online • Work from home • Take classes online • Cook • Read, TV, movies, music <p>Keep space between you. Wash your hands frequently. Wipe down packages and surfaces. Clean your space, wash your clothes.</p>
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Hand Washing Procedures



Cough/Sneeze Etiquette

- Cover your mouth and nose with a sleeve or tissue when coughing or sneezing
- Use tissues and dispose of them properly in a waste container
- Turn your head away from others when coughing or sneezing
- Wash hands regularly

COUGH INTO YOUR ELBOW

It's important to cover your cough or sneeze with your elbow or a tissue, then throw the tissue in the trash, to prevent the spread of germs.



Self-Isolation and Return to Work Measures:

When a worker displays symptoms of Covid-19 at the workplace:

If any worker reports they feel unwell and displays any symptoms of the virus during work, they will be separated from other workers and sent home. (*Health Canada recommends that employees who appear to have acute respiratory illness symptoms (i.e., cough, shortness of breath) upon arrival to work or become sick during the day should be separated from other employees and be sent home immediately).*

When a worker calls to inform that they are unwell:

All IFS workers should monitor their own health, and if they feel sick, they are not to come to work regardless of whether it is Covid-19 related.

If an employee calls in to inform that they are feeling unwell with potential Covid-19 symptoms, they will be encouraged to take the self-assessment test (<https://www.thrive.health>), or to call Health Link BC (811), or contact their medical health care provider. The employees must follow the recommendations of the health providers and make the choice themselves regarding whether or not to self-isolate. IFS supervisors are not health professionals and cannot make these decisions for the employee.

If a worker has tested positive for Covid-19:

If an IFS employee tests positive for Covid-19, he/she will be instructed by Northern Health to quarantine for 10-14 days from the on-set of symptoms. Northern Health will also conduct their normal ‘contact tracing’ procedures to determine if any ‘close contacts’ need to self-isolate at home (close contacts are defined as persons that were within 2m of the infected person for >15 minutes, without masks, and within 2 days of the infected person showing symptoms). Regardless of the Northern Health procedures, IFS will conduct their own contact tracing to determine who was in contact (i.e., potential exposure) with the infected person within the 2-week time frame prior to that person showing symptoms (i.e., the incubation period). These ‘potential exposure’ persons will be contacted immediately and told to self-monitor (i.e., pay closer attention to health issues, and be more diligent with regard to following covid protocols, hygiene, etc). Any potential ‘close contacts’ who were not contacted by Northern Health, but were determined to be a potential exposure within 2-days of the infected person showing symptoms may be asked to self-monitor for 10 days. Upon learning of a positive test case at IFS, the infected person’s office, computer, and any other equipment or areas that the person worked in will be thoroughly sanitized.

Protocols for Workers returning to work after 10- or 14-day self-isolation or quarantine:

The British Columbia Centre for Disease Control states “with or without a history of travel, if you have respiratory symptoms that can be managed at home, self-isolate at home for at least 10 days after onset of symptoms. After 10 days, if your temperature is normal and you feel better, you can return to your routine activities. Coughing may persist for several weeks, so a cough alone does not mean you need to continue to self-isolate for more than 10 or 14 days.” (BCCDC - BC Centre for Disease Control). Upon return to work, any employee that has returned from a self-isolation or quarantine must continue to follow company policies and protocols regarding Covid-19.

Official Informational Sources:

For latest up-to-date Covid-19 (coronavirus) information:

- World Health Organization
- Canadian Public Health Services
- B.C. Centre for Disease Control
- Health Link BC
- Northern Health
- COVID-19 Government of B.C. Support and Information
- City of Prince George

Specific Task Related Safe Work Protocols - Forestry

In all IFS office locations (i.e., PG, Dawson Creek, Vancouver, and PG compound) the following Covid-related protocols have been enforced:

- As of Mar. 17th, 2020, IFS office personnel received an inter-office memo, describing Covid-19 contraction, symptoms, protection, and recommendations. Numerous cleaning stations and hand sanitizer were set up in all office areas.
- As of Nov. 16th, 2020, the wearing of masks became mandatory at all locations, other than while working alone in your own office.
- As of Jan. 27th, 2021, all employees and visitors entering an IFS office location must read the IFS Covid-19 questionnaire and sign in.

Forestry field operations undertake the following measures to mitigate the infection and spread of the Covid-19 virus:

- Logging camps will be avoided.
- Remote tent camps will be preferred over other types of accommodation, although hotel, motel, lodges will be allowed for smaller crew sizes.
- Crews will be kept to a maximum size of 5 members, and crews will remain consistent throughout the field season (personnel swapping will be avoided). Crews will be discouraged to intermingle with each other, both during shift and in-between shifts.
- Truck access will be kept to a maximum of two persons per truck, wearing masks at all times. The swapping of passengers will be avoided.
- Social distancing will be practiced in tent camps. Social distancing will continue in between shifts, as per the instructions of the provincial health officer. Crew members will be instructed to remain diligent and not let their guard down.
- Cleanliness and hygiene will be kept at a high level in tent camp situations. Hand-wash stations will be constructed. Hand sanitizer will be supplied.
- A questionnaire will be answered by all crew members prior to each shift, as well as any crew personnel added to a crew. Questions will include whether or not they have been social distancing in town, how they are feeling, have they been in contact with anyone that was sick, have they travelled, etc.
- During a shift, only one person per crew will be designated to interact with the general public at such places as grocery stores, take-out restaurants, gas stations, etc. This person will maintain social distancing and proper hygiene during these interactions, and will wash their hands thoroughly before returning to, and communicating with, the rest of the crew.
- If someone gets sick while on a shift, the sickness will be evaluated. If Covid symptoms are present, the worker will be isolated in their own room or tent. Worker will monitor their own symptoms (e.g., difficulty breathing, fever, etc.) and will determine if symptoms are getting worse. If sickness is worsening, crew supervisor will contact a health professional and explain the situation. Actions will depend on the advice of the health professional, and if they recommend the person be sent to a hospital, the worker will be evacuated (potentially by helicopter in a remote heli-camp situation).
- When tending to sick workers, masks and gloves will be worn at all times, and thorough hand washing will occur immediately after interaction. Crews will have sanitation supplies, and basic medical supplies (e.g., masks, gloves, Tylenol, etc.) on shift with them.
- If a sick worker is being evacuated to a hospital and must be driven by another employee due to a remote location, the sick worker will sit in the back seat – passenger side. Both workers will wear gloves and masks. Air flow will be maintained in the vehicle.
- If the worker is evacuated, and is found to have Covid-19, the entire crew will self-isolate for 10 days. If crew is in a remote tent camp, they will self-isolate at the camp location, and food will be flown in if required.