

## By submitting this form, you are subject to a site inspection:

* The Province of BC will use the information you provide through this online form for the site inspection that determines your compliance with the COVID-19 Industrial Camps Provincial Health Order.

|  |  |
| --- | --- |
|  | If you fail to comply with these requirements, the Provincial Health Officer order enables the authority to take enforcement action against you under Part 4, Division 6 of the Public Health Act. |

# 1. Your business contact information

Registered Business Name: {d.business.name}

Operation Type: {d.ipcPlan.operationType}

## Primary Contact

|  |  |
| --- | --- |
| First Name | {d.contacts[0].firstName} |
| Last Name | {d.contacts[0].lastName} |
| Phone Number | {d.contacts[0].phone1} |
| Alternative Phone Number (optional) | {d.contacts[0].phone2} |
| E-mail Address | {d.contacts[0].email} |

## Business Address

|  |  |
| --- | --- |
| Address line 1 | {d.business.addressLine1} |
| Address line 2 (optional) | {d.business.addressLine2} |
| City | {d.business.city} |
| Province | {d.business.province} |
| Postal code | {d.business.postalCode} |

## COVID-19 Coordinator

It is important that your Co-Ordinator contributes to and understands the Protocol that you are required to create to prevent and control the transmission of COVID-19.

|  |  |
| --- | --- |
| First Name | {d.covidContact.firstName} |
| Last Name | {d.covidContact.lastName} |
| Cell Phone | {d.covidContact.phone1} |
| Alternative Phone Number (optional) | {d.covidContact.phone2} |
| E-mail Address (Primary Contact) | {d.covidContact.email} |

## Operation Details

Provide your operation details

|  |  |
| --- | --- |
| Operation Start Date | {d.location.startDate} |
| Operation End Date | {d.location.endDate} |
| Closest Community | {d.location.city} |

|  |  |
| --- | --- |
| Number of Workers | {d.location.numberOfWorkers} |

**[{d.location.accTents:convTF()}]** Tent of trailer sites

Description of Location: {d.location.tentDetails}

**[{d.location.accMotel:convTF()}]** Worker’s Lodging Location

|  |  |
| --- | --- |
| Name | {d.location.motelName} |
| Address line 1 | {d.location.motelAddressLine1} |
| Address line 2 (optional) | {d.location.motelAddressLine2} |
| City | {d.location.motelCity} |
| Province | {d.location.motelProvince} |
| Postal code | {d.location.motelPostalCode} |

**[{d.location.accWorkersHome:convTF()}]** Worker’s home in community

## Licencee(s) that you are conducting the work for:

|  |  |
| --- | --- |
| Name of Licencee(s) | {d.location.licencees} |

# 2. Before you begin, please check all that apply:

## 1. COVID-19 Information

Forestry Sector operators need to make workers aware of the risks of COVID-19 and be prepared if workers have questions about COVID-19.

**[{d.ipcPlan.protectionSignage:convTF()}]** I have signage in place in the appropriate language on how workers can protect themselves from COVID-19.

**[{d.ipcPlan.workerContactPersonnel:convTF()}]** I have someone identified that workers can go to if they have questions on COVID-19.

## 2. Provide safe lodging and accommodation: General Worker

Forestry Sector operators must be able to provide accommodations that minimize crowding, social interactions, and provide sufficient physical distance (individual tents or beds 2m apart and head-to-toe in shared accommodations).

**[{d.ipcPlan.commonAreaDistancing:convTF()}]** Common areas allow physical distancing of 2m / 6ft at all times.

Do you have individual/single beds or shared sleeping areas?

**[{d.ipcPlan.sleepingAreaType:sleepAreaSingle()}]** Individual Beds or Single Beds

**[{d.ipcPlan.sleepingAreaType:sleepAreaShared()}]** Shared sleeping areas

How many people are in a room?

{d.ipcPlan.sharedSleepingPerRoom}

**[{d.ipcPlan.sharedSleepingDistancing:convTF()}]** Beds in the head-to-toe configuration with the 2m distance apart.

## 3. Self-isolation space if any worker comes down with COVID-19-like symptoms

**[{d.ipcPlan.selfIsolateUnderstood:convTF()}]** I understand what is needed for a person to self-isolate.

**[{d.ipcPlan.selfIsolateAccommodation:convTF()}]** I have separate accommodation to let a worker self-isolate in a separate accommodation than other workers or arrange for separate accommodation.

## 4. Make sure laundry facilities are available and handled safely

Laundry must be performed properly to reduce the risk of disease transmission of COVID-19, including using hot water for laundry machines and having adequate supply of detergent.

**[{d.ipcPlan.laundryServices:convTF()}]** I have laundry services available for regular use.

## 5. Practice good waste management at your work site and housing

Proper collection and removal of garbage is crucial to reducing the risk of disease transmission. This includes wearing disposable gloves to remove waste from rooms and common areas and using sturdy, leak resistant garbage bags for containing waste.

**[{d.ipcPlan.wasteManagementGloves:convTF()}]** I have disposable gloves for the handling of garbage

**[{d.ipcPlan.wasteManagementSchedule:convTF()}]** I have a waste removal schedule.

**[{d.ipcPlan.wasteManagementBags:convTF()}]** I have sturdy, leak resistant garbage bags.

## 6. Have proper hand-washing facilities: At work-site and accommodation

Helping workers to engage in hand hygiene prevents or reduces the spread of COVID-19 and other illnesses. Forestry Sector operators should ensure easy access to hand hygiene facilities either through hand hygiene stations or the provisions of hand sanitizer at the work site and at the accommodation site.

**[{d.ipcPlan.handWashingStations:convTF()}]** I have an adequate number of hand washing stations (either permanent or portable) available to workers

**[{d.ipcPlan.handWashingSoapWater:convTF()}]** There is an appropriate supply of soap and water

**[{d.ipcPlan.handWashingWaterless:convTF()}]** I have supplemented with waterless hand sanitizers with a min of 60% alcohol where appropriate

**[{d.ipcPlan.handWashingPaperTowels:convTF()}]** I have provided disposable paper towels.

**[{d.ipcPlan.handWashingSignage:convTF()}]** I have put up signs to promote regular hand washing.

## 7. Physical distancing practices

Keeping a 2-metre distance between people is one of the most important ways to break the chain of transmission of COVID-19. Forestry Sector operators can take practical steps to ensure physical distancing is maintained while workers are transported to or from the work site, while working indoors or outdoors, and during break-times..

Physical barriers such as the use of plexi-glass, face shields, masks, and other techniques can be used where physical distancing is not possible.

**[{d.ipcPlan.distancingMaintained:convTF()}]** I have taken steps to ensure physical distancing can be maintained during work and after work.

**[{d.ipcPlan.distancingFaceShields:convTF()}]** I have physical barriers like face shields or masks for situations where physical distancing is not possible.

## 8. Have a cleaning and disinfecting schedule

All common areas and surfaces should be cleaned at the start and end of each day. Examples of common areas and surfaces include washrooms, common tables, desks, light switches, and door handles. Regular household cleaners are effective against COVID-19, following the instructions on the label.

**[{d.ipcPlan.disinfectingSchedule:convTF()}]** I have a schedule to ensure common and high touch areas are cleaned or disinfected at the start and end of each day.

# 3. After workers arrive at the Forestry sector operation

Once your workers arrive at the operation, you are expected to continue your work enacting an infection prevention control plan and minimize the risk of transmission of COVID-19 through the following key activities.

## 1. Implement COVID-19 Employee Education

Forestry Sector operators need to make workers aware of the risks of COVID-19 and be prepared if workers have questions about COVID-19.

**[{d.ipcPlan.educationSignage:convTF()}]** I have signage in place in the appropriate language on how employees can protect themselves from COVID-19

**[{d.ipcPlan.educationContactPersonnel:convTF()}]**I have someone identified that workers can go to if they have question on COVID-19

## 2. Train workers on COVID-19 infection control

Forestry Sector operators must provide workers with training in a language that is accessible to them about the risk of COVID-19, safe work practices, and how to report symptoms.

**[{d.ipcPlan.trainingCovid19:convTF()}]** I have materials ready on the risk of exposure of COVID-19 and the signs and symptoms of the disease.

**[{d.ipcPlan.trainingEtiquette:convTF()}]** I have materials ready on hand washing, physical distancing, and cough/sneeze etiquette.

**[{d.ipcPlan.trainingLocations:convTF()}]** I can provide locations of hand washing facilities, including dispensing stations for alcohol-based hand rubs.

**[{d.ipcPlan.trainingFirstAid:convTF()}]** I have materials ready on how to seek first aid.

**[{d.ipcPlan.trainingReporting:convTF()}]** I have materials ready on how to report an exposure to or symptoms of COVID-19.

## 3. Meal Preparation:Practice safe food handling

All employers and employees must practice good food handling and hygiene practices.

This includes safe food practices like protecting foods from contamination, minimizing direct handling of food and preventing cross contamination of foods.

**[{d.ipcPlan.mealsDistancing:convTF()}]** I have schedules in place for kitchen/eating areas to limit contact and maintain 2 metre physical distancing.

**[{d.ipcPlan.mealsDishware:convTF()}]** Each employee has their own dishware, utensils and drinking cup.

**[{d.ipcPlan.mealsDishwashing:convTF()}]** Used dishware will be washed immediately.

# 4. If workers become ill at the operation

## 1. Plan to manage individuals with suspected COVID-19 Infection

Forestry Sector operators must have a plan and protocol to deal with workers demonstrating symptoms of COVID-19, including immediate self-isolation of the worker and notifying the local health authority.

If two or more workers become sick, you must notify the local Medical Health Officer of the outbreak.

**[{d.ipcPlan.infectionSeparation:convTF()}]** I am prepared to promptly separate the individual from others in their own accommodation.

**[{d.ipcPlan.infectionSymptoms:convTF()}]** I am prepared to provide individuals exhibiting symptoms of COVID-19 with a surgical/procedural mask or tissues to cover their mouth and nose.

**[{d.ipcPlan.infectionHeathLinkBC:convTF()}]** I am prepared to direct the person to call HealthLinkBC (8-1-1).

**[{d.ipcPlan.infectionSanitization:convTF()}]** I am prepared to clean and disinfect any rooms that the person has been in while symptomatic.

**[{d.ipcPlan.infectionAccommodation:convTF()}]** If commercial accommodation is being used to self-isolate, then I will inform management of the situation and necessary requirements.

## 2. Providing Food for Ill Workers

**[{d.ipcPlan.infectedFeeding:convTF()}]** I am able to provide food in a safe manner to a self-isolated worker

## 3. Housekeeping for Ill Workers

**[{d.ipcPlan.infectedHousekeeping:convTF()}]** I am able to perform adequate housekeeping for a self-isolated worker

## 4. Waste Management for Ill Workers

**[{d.ipcPlan.infectedWaste:convTF()}]** I am able to perform adequate housekeeping for a self- isolated worker

# 5. Review and Certify

**[{d.ipcPlan.certifyAccurateInformation:convTF()}]** I certify this information to be accurate

**[{d.ipcPlan.agreeToInspection:convTF()}]** I agree that my forestry operation will be subject to a site inspection