

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

* You **will be subject to a site inspection** of the camp prior to planting beginning
* The Province of BC will use the information you provide through this online form for the site inspection that determines your compliance and readiness to start planting.

|  |  |
| --- | --- |
|  | ***If you fail to comply with this Order, I have the authority to take enforcement action against you under Part 4, Division 6 of the Public Health Act.***  ***(****source: BC Ministry of Health, Provincial Health Officer Order, PHO supplemental / Apr 13, date****)*** |

2. Your business contact information

Registered Business Name: **{d.business.name}**

Primary Contact

|  |  |
| --- | --- |
| First Name | **{d.contacts[0].firstName}** |
| Last Name | **{d.contacts[0].lastName}** |
| Phone Number | **{d.contacts[0].phone1}** |
| Alternate 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

|  |  |
| --- | --- |
| First Name | **{d.covidContact.firstName}** |
| Last Name | **{d.covidContact.lastName}** |
| Phone Number | **{d.covidContact.phone1}** |
| Phone Number (Secondary Contact) | **{d.covidContact.phone2}** |
| e-mail Address (Primary Contact) | **{d.covidContact.email}** |

## Planting Camp Locations

Planting Camp Sites During the Season

|  |  |
| --- | --- |
| Start Date | {d.location.startDate} |
| End Date | {d.location.endDate} |
| Address line 1 | {d.location.addressLine1} |
| Address line 2 (optional) | {d.location.addressLine2} |
| City | {d.location.city} |
| Province | {d.location.province} |
| Postal code | {d.location.postalCode} |

**[{d.location.accTents:convTF()}]** Tents near worksite

Description of Location: {d.location.tentDetails}

**[{d.location.accMotel:convTF()}]** Motel/Hotel in town

|  |  |
| --- | --- |
| Motel Name | {d.location.motelName} |
| Address line 1 | {d.location.modelAddressLine1} |
| 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

# 3. Before you begin planting, please certify:

## COVID-19 Information

Silviculture/Planting 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.

## Provide safe lodging and accommodation: General Worker

Silviculture/Planting 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.

## 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.

## 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.

## 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.

## 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. Silviculture/Planting 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.

## 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. Silviculture/planting 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.distancingSleepingBarriers:convTF()}]** I have sleeping arrangements that maintains physical distancing or uses physical barriers.

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

## 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.

# 4. After workers arrive at the silviculture/planting camp

Once your workers arrive at camp, 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.

## Implement COVID-19 Employee Education

Silviculture/planting 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

## Train workers on COVID-19 infection control

Silviculture/planting operators must provide workers with training in their language 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.

## 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.

# 5. If workers become ill at the workplace

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

Silviculture/planting 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.

## Providing Food for Ill Workers

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

## Housekeeping for Ill Workers

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

## Waste Management for Ill Workers

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

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

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

# Collection Notice

Your personal information as well as those of your household is collected by the Ministry of Health under the authority of sections 26(a), (c), (e) and s.27(1)(a)(iii) of the Freedom of Information and Protection of Privacy Act, the Public Health Act and the federal Quarantine Act, for the purposes of reducing the spread of COVID-19. Personal information may be shared with personnel providing support services and follow-up during self-isolation. Should you have any questions or concerns about the collection of your personal information please contact:

Title: Ministry of Health, Chief Privacy Officer

Telephone: 236-478-1666