

Protecting Industrial Camp Workers, Contractors, and Employers Working in the Agricultural, Forestry, and Natural Resource Sectors During the COVID-19 Pandemic

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INTRODUCTION	2
SECTION 1: WHAT YOU NEED TO KNOW ABOUT COVID-19	3
What is COVID-19 and how is it spread?	3
What are the symptoms of COVID-19?	4
How can employers and workers break the chain of transmission of COVID-19?	4
Notifying the Health Authority of an outbreak	4
SECTION 2: STEPS FOR EMPLOYERS AND OPERATORS OF INDUSTRIAL WORK CAMPS.....	5
1. Conduct a COVID-19 Workplace Risk Assessment for your Field Operations.....	5
2. Worker Education	5
3. Increased Hygiene and Cleaning Practices for Employers, Workers, and Contractors.....	6
4. Physical Distancing	7
5. Transportation for Workers – Hygiene, Physical Distancing, Reducing Social Interactions.....	8
6. Guidance for Workers While Working – Physical Distancing and Increased Hygiene	10
7. Guidance for Workers During Breaks or while in Communal Spaces	10
8. Guidance for Situations where Maintaining Physical Distance of 2m is Difficult	11
9. Guidance on Handling Tools and Equipment.....	11
10. Guidance on COVID-19 and Worker Accommodation.....	11
11. Important Information Regarding First Nations and First Nations Health Centres	14
12. Physical Distancing and Local Communities	14
13. Face Masks – additional cautionary information from BCCDC	14
SECTION 3: WHAT THE EMPLOYER NEEDS TO PUT IN PLACE TO ASSESS AND MONITOR WORKER HEALTH	15
1. Employers and Worker’s Health	15
2. Employer Responsibility for Screening of Workers.....	15
3. Worker Self-isolation	15
4. Monitoring Close Contacts of COVID-19 Cases.....	17
5. Confidentiality.....	17
6. Exit protocol	17

Introduction

The British Columbia (B.C.) Provincial Health Officer (PHO) released an Order for Industrial Camps on April 23, 2020, which was updated on July 2, 2020. An additional order was issued to the agricultural sector, the Traveller's and Employer's Order, which was released on April 14, 2020. The PHO orders are at:

<https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>.

This guidance applies to employers, camp operators, workers, and contractors working in the agricultural, forestry, and natural resource sectors, and living in employer-provided industrial camps¹ during the COVID-19 pandemic. This guidance also applies to temporary foreign workers who have completed their [mandatory 14-day quarantine period](#).

You may notice there is one guidance document for industrial camp operations, compared with 4 separate documents for each sector in the past. These have all been merged into this document with the updates. In addition, Appendix A illustrates Hand-washing Stations. Appendix B (Precautions for On-site Medical Clinics) provides additional guidance for large industrial camps with on-site medical clinics. Guidance specific to forestry camps can be found in Appendix C: Guidance Specific to Forestry Camps.

The purpose of this document is to assist employers to develop an operational protocol that helps employers implement the Industrial Camp Order, and other orders, notices, and guidance issued by the PHO Office.

Workplaces and businesses that implement advice and guidance provided by public health officials contribute significantly to preventing the spread of COVID-19 amongst employers, workers, contractors, clients and communities.

The advice here complements the guidance prepared by the BC Centre for Disease Control (BCCDC). You are to take practical steps to maintain your operation during the current COVID-19 pandemic. The [BCCDC](#) is the best source for COVID-19 health information.

This guide cannot address all the circumstances that may put a worker, contractor, or client at risk of contracting COVID-19. It provides advice and key resources to help employers prevent the risk and spread of COVID-19 on work sites, as well as into communities. However, employers are encouraged to conduct a workplace risk assessment for COVID-19, as outlined below, that is specific to the business and work camp environment.

WorkSafe BC has additional guidance for workplaces:

<https://www.worksafebc.com/en/about-us/news-events/announcements/2020/March/covid-19-and-the-workplace>

SECTION 1: WHAT YOU NEED TO KNOW ABOUT COVID-19

What is COVID-19 and how is it spread?

- Coronaviruses are a large family of viruses found mostly in animals. In humans, they can cause diseases ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS).
- The disease caused by the new coronavirus has been named COVID-19.
- COVID-19 has been declared a global pandemic.

¹ The order defines an industrial camp to mean land or premises on which an employer, in connection with a logging, sawmill, mining, oil and gas operation, a railway construction project, a cannery, or similar thing, owns, operates or maintains, or has established, permanent or temporary structures for use, with or without charge, by employees as living quarters.

- COVID-19 is a reportable disease and the local Medical Health Officer must be notified if there is an outbreak or suspicion of an outbreak.
- Coronavirus is transmitted via liquid droplets when a person talks, coughs or sneezes. The virus can enter through these droplets through the eyes, nose or throat if you are in close contact.
- Airborne transmission of the virus, i.e. transmission from virus particles not in droplets floating in the air, is not thought to be a significant contributor to the spread of COVID-19, and it is not something that comes in through the skin. It may be a route of exposure in poorly ventilated spaces like enclosed vehicles or rooms.
- It can be spread by touch if a person has used their hands to cover their mouth or nose when they cough. That's why it is recommended to cough or sneeze into your elbow and wash your hands regularly.

What are the symptoms of COVID-19?

- The symptoms of COVID-19 are similar to other respiratory illnesses, including the flu and the common cold. These symptoms include cough, sneezing, fever, sore throat and difficulty breathing. Additional symptoms may include muscle aches, fatigue, headache, loss of appetite, chills, runny nose, nausea and vomiting, diarrhea, loss of sense of smell or taste.
- People infected with COVID-19 may experience little or no symptoms, with illness ranging from mild to severe.
- Some people are more vulnerable to developing severe illness or complications from COVID-19, including older people and those with chronic health conditions.

How can employers and workers break the chain of transmission of COVID-19?

- Implement the guidance and orders of the PHO.
- **Practice good hygiene and cleaning including frequent handwashing as outlined below.**
- **Practice Physical Distancing:** at least 2 meters (m) distance between people should be maintained. The agricultural, forestry, and natural resource sector camp operations should take practical steps to ensure physical distancing is maintained or enhancing protection through other means where physical distancing is not practical.
- **Wear masks.**

For additional information about COVID-19 refer to the BCCDC at <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>.

For non-medical information about COVID-19 you can also call 1-888-COVID19 (1-888-268-4319), 7:30am-8pm, 7 days a week.

The Public Health Agency of Canada also provides information about COVID-19: <https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html>

Notifying the Health Authority of an outbreak

- You must notify the local Medical Health Officer if there is an outbreak or if there is a suspicion of an outbreak.
- An outbreak is when two or more cases of fever and/or respiratory symptoms (cough, sore throat, runny nose, shortness of breath, etc.) are detected in a work crew, residents or staff, and at least one worker, resident or staff is diagnosed with COVID-19.

- **To reach your local Medical Health Officer, contact:**

Fraser Health Authority

Phone: (604) 870-7903

Email: HPLand@fraserhealth.ca

Interior Health Authority

Phone: (250) 851-7305

Email: workcamps@interiorhealth.ca

Island Health Authority

Phone: (250) 519-3401

Fax: (250) 519-3402

Email: http://gateway_office@viha.ca

Northern Health - Communicable Disease Hub

Phone (during business hours): 1-855-565-2990

On-call medical health officer after hours phone:

1-250-565-2000, press 7 and ask for the medical health officer on call

Vancouver Coastal Health Authority

Phone: (604) 675-3800 Manager on call

Fax: (604) 736-8651

Email: EHVC@vch.ca

SECTION 2: STEPS FOR EMPLOYERS AND OPERATORS

1. Conduct a COVID-19 Workplace Risk Assessment for your work camp

Workplaces and businesses that implement advice and guidance provided by public health officials can prevent and reduce the spread of COVID-19 amongst workers, contractors, and clients.

Note that all employers and contractors that operate work camps are required to develop and implement an **Infection Prevention and Control Protocol** (Protocol) and appoint a Coordinator(s) for your operation(s) responsible for oversight for the implementation of the Protocol. It will be important that your Coordinator contributes to and understands the Protocol that you are required to create and implement to prevent and control the transmission of COVID-19.

Working through all sections of this document, *Protecting Workers, Contractors, and Employers Working in the Agricultural, Forestry, and Natural Resource Sectors During the COVID-19 Pandemic*, will help you identify the **risks** in your operation and guide actions to prevent and control the transmission of COVID-19. Addressing the risks through the guidance in this document as well as additional resources on the BCCDC website, will assist in developing your Protocol for workers and employers.

The Protocol should identify the actions that will be taken to reduce the number of social interactions between workers and employers, as well as nearby communities, physical distancing or enhancing protection through other means where physical distancing is not practical, increased hygiene practices (outlined below), and cleaning and disinfecting high touch point areas. In circumstances where interactions are necessary such as for grocery shopping, it will be important to maintain physical distancing and practice good hygiene. Designate workers to the same small working crew or work pod for as long as practical will also reduce social interactions. Like a family unit, this work pod will ensure close contact only occurs within a select small crew.

Additional Resources:

- Risk-informed decision-making guidelines for workplaces and businesses during the COVID-19 pandemic: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/guidance-documents/risk-informed-decision-making-workplaces-businesses-covid-19-pandemic.html>.
- WorkSafeBC provides an exposure control plan guide at: <https://www.worksafebc.com/en/resources/health-safety/exposure-control-plans/exposure-control-plan-for-infectious-disease-for-occupational-first-aid-attendants?lang=en>.

2. Worker Education

On the first day of work and on a regular basis after that, it is recommended that all workers participate in a COVID-19 training and education session provided by the employer. It is recommended that training and education also be provided to all contractors, service providers, visitors, or other parties that enter the worksite.

It is recommended that training includes safety measures and procedures, physical distancing, proper hygiene practices, and monitoring and reporting illness.

It is recommended that training and education be available in both English and the language best suited for the workers (e.g., French, Punjabi, Spanish). Training can be offered by video or in-person and may include additional written materials. If training is done in person, ensure that people gather in small groups of 5 to 10, and that physical distancing of 2 m between members can be maintained.

Additional Resources:

COVID-19 resources translated into various languages are available from:

- HealthLinkBC: <https://www.healthlinkbc.ca/health-feature/coronavirus-disease-covid-19>
- BCCDC website: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/translated-content>

3. Increased Hygiene and Cleaning Practices for Employers, Workers, and Contractors

It is recommended that all workers and contractors be trained on increased hygiene practices and cleaning. Limiting potential transmission of COVID 19 requires all employers and workers to practice increased hygiene and increased cleaning. It is recommended that workers be educated on measures to prevent infection and transmission. It is recommended that employers display these good practices while with workers, including diligent hand washing with plain soap and water or use of hand sanitizer with a minimum 60% alcohol.

It is recommended that employers support increased hygiene by reminding workers to cough and sneeze into elbows, avoid touching one's face, and dispose of used tissues immediately, and washing hands frequently with plain soap and water or use hand sanitizer with a minimum 60% alcohol.

As part of the daily safety briefing, it is recommended that workers be reminded of measures to prevent infection and transmission including that frequent handwashing and avoidance of face touching prevents infection transmission.

Additional signage requirements:

- Display posters and printed reminders in conspicuous places.
- Display posters that illustrate to:
 - cover your mouth and nose with a disposable tissue or the crease of your elbow when you sneeze or cough;
 - dispose of used tissues immediately;
 - wash your hands; and,
 - avoid touching your face, eyes, nose or mouth with unwashed hands.

Hand hygiene poster: <https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/reports-publications/covid-19-handwashing-poster.pdf>

Guidance for Handwashing

It is recommended that employers provide a suitable number of handwashing stations (see Appendix A: Handwashing Stations) for the size of the work site and post signage that identifies their location or provide hand sanitizer with a minimum 60% alcohol. Antibacterial soap is not required for COVID-19.

Post signs to instruct workers and other staff and reinforce training on how everyone can protect themselves and others at the camp and common areas. Consider posting signs at entrances and in all types of washrooms (fixed or portable).

- Provide handwashing stations with soap and water to workers in the field, as well as immediately outside or inside all buildings that workers are working in or eating food.
- Handwashing stations may be either permanent or portable where there is a lack of pressurized water. IT is recommended that wash stations are checked, cleaned, and restocked with supplies three times a shift.
- Soap and water hand-washing stations can be supplemented with waterless hand sanitizers with a minimum 60% alcohol where appropriate. For example, where supplies are available, each worker can be provided with hand sanitizer for personal use that is replaced prior to each shift.
- As much as possible, encourage handwashing periodically throughout the day and especially before and after break times, after using the washroom, or when work stations are changed or tools are switched.
- It is recommended that hand washing instructions and reminders be posted in both English and the language appropriate for the workers at all handwashing stations.

Guidance for Increased Cleaning

All common areas and surfaces should be cleaned at the start and end of each day and after any potential contamination that may occur throughout the day. Examples of common areas and surfaces include washrooms, shared offices, common tables, desks, light switches, handrails, tent flaps in common areas, and door handles. Regular household cleaners are effective against COVID-19, following the instructions on the label.

Cleaning Common Areas

- Common areas and surfaces should be cleaned at the end of each day. Examples include washrooms, shared offices, common tables, desks, light switches, handrails, tent flaps in common areas and door handles.
- Encourage workers not to share items such as eating utensils, towels, glasses.
- [BCCDC COVID-19 Prevention poster.](#)
- [BCCDC Hand hygiene poster.](#)
- [BCCDC Cleaning and Disinfectants for Common Areas.](#)

Practice Proper Waste Management

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.

- Create a waste removal schedule.
- Ensure there are sturdy, leak resistant garbage bags.
- Provide disposable gloves to anyone handling garbage.
- Ensure anyone handling waste removes gloves and performs hand hygiene immediately after handling and disposing of waste.
- If a garbage bag is punctured or contaminated, it should be placed into a second bag.

4. Physical Distancing

Employers, camp operators, workers, and contractors should practice physical distancing and other public health recommendations to prevent the spread of COVID-19. Physical distancing of at least 2 m should be maintained, at all times where practical.

It is recommended that employers take practical steps to ensure physical distancing is maintained in the following areas:

- while being transported from home to the workplace or between work locations;
- while working;
- during breaks or while in communal spaces, or at any other time where workers may gather;
- during off-duty hours, workers must continue to practice physical distancing; and
- during all group activities including site meetings shall be held in open spaces or outside. In situations where maintaining physical distance of 2 m is difficult, minimize workers' time in that situation and provide a physical barrier and wear masks.

Creating Work Pods or Crews

There will be situations on a day to day basis where physical distancing between workers is not practical for extended periods of time (e.g., travel to site). 'Work pods' can be thought of being like a family unit. This work pod will help limit close contact to a specific small group up to, for example, 6 people, which now may be carefully expanded to include more members or re-organized periodically with members from different pods not experiencing any symptoms. Designating workers to the same small working group or work pod for as long as practical can help reduce the risk of COVID-19 spreading to workers and others in the operation.

5. Transportation for Workers – Hygiene, Physical Distancing, Reducing Social Interactions

Workers must work with the Coordinator(s) regarding travel to and from the accommodations or worksite as outlined in the Industrial Camp Order.

In situations where workers are required to travel together in vehicles or helicopters to the work site, workers will travel in a designated vehicle or helicopter for their work pod. This can be carefully expanded to include more members, but it is recommended that the size of this work pod not exceed the total number of seats in the crew vehicle or helicopter. Please read the section on *Guidance for Situations where Maintaining Physical Distance is Difficult* to protect workers when they cannot maintain physical distancing.

Proper precautions should be exercised when travelling to and from accommodation and work sites, including wearing masks, frequent handwashing and avoiding touching one's own face, maintaining physical distancing, cleaning and disinfecting high touch points like door handles, or headsets, and minimizing contact with crowds and public places.

Ensure safety protocols are in place in case workers who typically travel alone have a reporting process so that employers know whether they have made it to and from the site safely.

Cleaning Vehicles

At the start of each working day and throughout the day, drivers clean and disinfect frequently touched surfaces in the vehicles using an alcohol-based cleaner or disinfecting wipes/spray and paper towel; if these are unavailable, use soap and water.

High touch or key contact points include:

- door handles (inside and out);
- window buttons;
- steering wheel and controls;
- wiper and turn signal handle;
- shifter;
- dash controls and buttons;
- ventilation grilles and knobs;
- rear-view mirror;
- armrests;
- grab handles, seat adjusters;
- seat belt buckles; and
- radio and communication devices

When more than one worker is traveling, physical distancing practices apply. Minimize shared travel with more than one person. Employers may use the following options:

Using Buses & Vans – Physical Distancing

- Load and offload passengers by the rear doors if possible or establish a rule that the driver is last-on, first-off of the bus.
- Allow for enough time for passengers to disembark from vehicles to allow for adequate distancing and prevent crowding.
- Create spacing between riders such as staggering where people sit (e.g., aisle to window, alternating perrow).
- Consider installing physical barriers that can minimize spread of droplets.
- Provide handwashing facilities or sanitizer before and after the bus ride.

Using Trucks & Cars – Physical Distancing

- Where possible limit a single driver in a conventional truck (i.e., single cab).
- A driver and one passenger may travel together in vehicles with two rows of seating. The passenger should sit in the back seat on the opposite side as the driver.
- The only exception to this is the work pod as described above.
- It is recommended that hands are washed thoroughly before and after the truck ride and wipe down common surfaces before and at the end of each trip.

Using Helicopters – Physical Distancing

- For all domestic flights, the Government of Canada has developed measures based on guidance from the Public Health Agency of Canada. These measures apply to passengers and flight crew and are described in the *Interim Order to Prevent Certain Persons from Boarding Flights in Canada due to COVID-19* available at <https://www.tc.gc.ca/en/initiatives/covid-19-measures-updates-guidance-tc/aviation.html#toc2-2>.
- Passenger headsets will be used and will be disinfected immediately after use.
- Where possible, working groups or pods will be designated and should be transported together throughout the entire duration of their shift/rotation.
- It is recommended that hands are washed thoroughly immediately before and after flights, and common surfaces are wiped down with disinfectant before and after each flight.

6. Guidance for Workers While Working – Physical Distancing and Increased Hygiene

- Where possible, workers should be assigned to individual workstations or an area of the field that provides 2 m of separation from other individuals.
- Where 2 m separation is not possible, workers should wear masks, and a physical barrier may be constructed in collaboration with the occupational health and safety committee (where one exists).
- Workers should always ensure that hands are washed with plain soap and water or a hand sanitizer with a minimum 60% alcohol before and after work activity.
- In situations where workers are required to work together in close proximity to complete tasks, the employer will utilize work pods as described previously. These work pods will also include camp and kitchen staff as well as field worker/transport. It is recommended that the number of staff in each work pod be kept to a minimum and be six or less whenever possible; however, these work pods can now be carefully expanded to include more members if desired (e.g., merge two work pods into one larger pod for a total of 12 members). It is recommended that these pods stay together for as long as possible during the project.
- The employer must keep a record of which individuals are working in work pods and should be maintained in the same quarters in cases where workers are communally housed in rental accommodations such as motels.
- It is recommended that workers are NOT reassigned between work pods. When there is an urgent and unavoidable need to reassign workers to another work pod, the Coordinator should review the risks to determine the impact on the risk of transmission of COVID-19, prior to making the decision.
- A current list of all designated work pods, and their members shall be maintained in the workplace along with a record of any reassignment of members among those work pods.

Additional Resources:

- WorkSafeBC, COVID-19, What workers should do: <https://www.worksafebc.com/en/about-us/covid-19-updates/health-and-safety/what-workers-should-do>.

7. Guidance for Workers During Breaks or while in Communal Spaces

Consider how to maintain physical distancing, decrease crowding, and reduce social interactions including maintaining small, and consistent groupings of people like work pods.

- Stagger start/stop times and breaks where possible to minimize workers congregating.
- Employers should reduce in-person meetings, other gatherings and hold site meetings in open spaces or outside.
- Structure worker gatherings of any size so that those present can maintain a physical distance of 2 m from each other.
- Encourage workers and staff to wash hands: before and after breaks, after going to the washroom, and before preparing or eating food.
- If workers or staff are sick, they should be in self-isolation and not preparing or handling food for others.
- Encourage workers not to share food or unwashed plates, cups or utensils. Disposable dishware is NOT required for COVID-19.
- Encourage workers to practise respiratory etiquette:
 - Cough or sneeze into elbow sleeve.
 - Dispose tissues in garbage cans.
 - Wash hands with plain soap and water for at least 20-30 seconds or use an alcohol-based sanitizer with at least 60% alcohol content.
 - Avoid touching one's face.
- Workers must practice [physical distancing as directed by the BCCDC while on breaks](#).

8. Guidance for Occupational Situations where Maintaining Physical Distance of 2 m is Difficult

There are situations, where it is not possible to maintain operations while respecting the 2 m separation. Personal protection equipment (PPE) may be needed for the normal, reoccurring hazards associated with the job (e.g., certified pesticide applications). The following guidance provides employers methods to achieve physical distancing when it is difficult to do so:

- An impervious barrier (“Physical barrier”) can be installed in collaboration with the joint health and safety committee between workstations (people). The barrier must be something that prevents one person’s cough or sneeze from contacting another person. The barrier must be made of a non-porous material that can be effectively disinfected. Regular household cleaning products with a Drug Identification Number can be used to clean the physical barrier as they are effective against COVID-19. Follow the instructions on the product label.
- Barriers will be site specific and installed in such a way as to minimize risk of cross contamination (an example of this are the Plexiglass barriers that some retailers have installed to protect cashiers in retail stores).
- If physical barriers cannot be erected on a work site, recommend that workers wear a clean cloth mask or covering across the nose and mouth (e.g., a bandana) to minimize spread of droplets onto common work surfaces especially in instances where there is continuous close quarter work tasks (e.g., two or more people in an indoor or confined space).

Also see - [Face Masks](#) – additional cautionary information from BCCDC

9. Guidance on Handling Tools and Equipment

- Where possible, each worker should utilize only their own tools throughout the duration of their employment to minimize contact spread of COVID-19.
- Where it is not possible to provide personal tools, it is recommended that the shared tools and equipment be wiped down and cleaned with a disinfecting agent such as disposable wipes or a diluted bleach solution between uses by different workers. Rubber gloves should be worn while handling bleach solutions and ensure the area is well ventilated.
- Provide workers with training on cleaning tools and offer workers assistance to ensure compliance and understanding of handwashing and hygiene.
- It is recommended that workers who use specialized PPE and are properly trained in its use (e.g., workers certified and trained to use PPE because of their normal work role) do not share PPE with other workers. Employers can establish a labeling system to help with organization of this specialized equipment.
- Workers who wear leather gloves or other impermeable gloves as hand protection during work may share tools and equipment without disinfecting the tools between each user and must continue to clean and wash hands to break the chain of infection. Leather gloves may have droplets on them and could transmit infection to another worker. Assign and label leather gloves to ensure each pair remains with one worker.
- In situations where workers are required to work together in close proximity to complete tasks, the employer will designate workers into work pods.

10. Guidance on COVID-19 and Worker Accommodation

This guidance also applies to any accommodation that may be housing any worker. Potential accommodation scenarios include tents, motels/hotels, and private accommodation.

Consider how to maintain physical distancing, decrease crowding, and reduce social interactions. Maintaining small, and consistent groupings of people will help prevent and control the potential transmission of COVID-19.

Camp Preparations and Camp Hygiene

Physical distancing general guidance - this will require a variety of actions to decrease crowding and social interactions.

- Structure gatherings of any size so that those present can maintain a distance of 2 m from each other.
- Stagger mealtimes where practical and minimize people using the kitchen at one time, opening additional dining areas, and cancelling group activities.
- Reduce in-person indoor meetings and other gatherings and hold site meetings in open spaces or outside.
- Arrange shared accommodations in such a fashion that beds are at least 2 m apart and head-to-toe where possible. If beds cannot be at least 2 m apart, use temporary barriers between beds, such as curtains, to prevent droplet spread while sleeping, and sleep head-to-toe.
- None of the residents in a shared accommodation can be ill or meet a criterion that requires isolation requirements. Any workers that are ill or require self-isolation must be immediately moved into separate facilities, otherwise all workers in the residence would have to be placed in self-isolation.
- The employer shall ensure that reusable eating utensils and dishes (cups, plates, bowls, forks, knives, spoons) are provided for all workers.
- All eating utensils and dishes shall be cleaned by designated kitchen or cleaning staff, according to the 4-step process outlined in the B.C. Guidelines for Industrial Camps Regulation (link below), that includes pre-rinsing, washing, soaking in a bleach solution, and air-drying.

Additional Resources:

[B.C. Guidelines for Industrial Camps Regulation \(October 1, 2017\)](#)

General Living Space-Cleaning protocols

Cleaning protocols – Common areas

- Health and safety Coordinators shall be established in each camp and crew to oversee implementation of [health and safety requirements](#) related to COVID-19.
- Cleaning protocols will be created and posted throughout all facilities. Use links for posters found at the beginning of this document.
- Ensure daily cleaning and disinfection of all common areas and surfaces.
- Cleaning products will be readily available, monitored daily and restocked daily as required.
- High touch surfaces such as tables, counters, handles, control switches will be cleaned a minimum of twice per day with regular household cleaning products, disposable wipes or a diluted bleach solution. This includes food storage and preparation surfaces, serving areas, drinking stations, waste disposal facilities, tables, chairs, work surfaces, desktops and washroom facilities. Follow the directions on the product label.
- Clean visibly dirty surfaces before disinfecting, unless stated otherwise on the product instructions. Cleaning refers to the removal of visible dirt, grime and impurities. Cleaning does not kill germs but helps remove them from the surface.
- Use a disinfectant that has a Drug Identification Number (DIN) and that it is effective against viruses. Follow the instructions on the product label.

- If commercial or household cleaning products are not readily available, you can prepare a bleach and water solution with 500 parts per million chlorine solution: 1:100 [e.g., mix 10 ml household bleach (5.25%) with 990 ml water]. When using the bleach and water solution, the surface must remain wet for at least one minute. For more information, please see the [BCCDC guidance on cleaning](#).
- Keep floors and walls visibly clean and free of spills, dust and debris.
- Empty and clean garbage cans in public areas regularly.
- Remove items that cannot be easily cleaned and disinfected.
- Workers are required to disinfect shared areas (kitchen and bathroom counters, handles and control switches) after each use.
- Post signs to encourage hand hygiene among all staff and guests using the [BCCDC’s Signage and Posters](#).
- Put up signage in your facility [promoting physical distancing](#).

Living Spaces/Accommodations

- If accommodations are tents, locate camps in locations with adequate drainage.
- Provide shower facilities and toilets in numbers meeting or exceeding the numbers stated in Schedule 2 of the [B.C. Industrial Camps Regulation](#) onsite when overnight camping is provided (see table below).
- These facilities can be rented as ‘mobile units’, trailers containing shower and washroom facilities, or mobile toilets, and are not required to be permanent facilities.
- One person per tent or accommodation is recommended. If this is not possible, arrange shared accommodations so beds are at least 2 m apart and arranged head-to-toe.
- If beds cannot be at least 2 m apart, use temporary barriers between beds, such as curtains, to prevent droplet spread while sleeping.
- Ill workers or those that meet criteria for isolation must be in a single accommodation. There is no shared accommodation allowed for these workers.
- Provide additional shower and toilet facilities to ensure the availability of dedicated facilities for workers in isolation without reducing the minimal number of facilities available to other workers.

Industrial Camp Regulation, Schedule 2

Column 1	Column 2	Column 3	Column 4
No. of persons for whom accommodation is available	Minimum no. of toilets or privy seats	Minimum no. of showers	Minimum no. of wash basins
1-7	1	1	1
8-15	2	1	3
16-30	3	2	6
31-45	4	3	9
46-60	5	4	12
61-75	6	5	15
76-100	7	6	20
Each additional 6 persons over 100			One additional
Each additional 20 persons over 100	One additional	One additional	

Food Service

- Camp food service and preparation practices and procedures should align with this guidance document, the COVID-19: Guidance for Food Service Establishments and Liquor Services and [B.C. Guidelines for Industrial Camps Regulation](#).
- Determine the maximum number of people that can physically distance themselves in dining and other areas.
- Post signs to limit the number of people permitted in the dining area and any other common areas.
- Where possible, remove or block off excess tables and chairs, leaving only enough seating to accommodate the calculated maximum number of people permitted in the dining room at one time.
- Use a staggered meal schedule to support physical distancing and to limit the number of individuals and work pods in the dining area at any given time.
- In the dining area, people should maintain a distance of at least 2 m from each other, unless they are in the same work pod or they are separated by a washable, impermeable and preferably rigid partition that reduces risk of transmission of COVID-19.
- It is recommended that everyone wash their hands immediately prior to entering any dining or food preparation area.
- Provide hand sanitizer dispensers in any place where people gather food, including beverages, dishware and utensils.
- If buffets are provided, consider having kitchen staff serve the food.
- All small food items and snacks should be individually wrapped whenever possible or made available with systems to prevent common touching of either food items or utensils.
- Only permit kitchen workers and supervisory staff to enter food preparation or storage areas.
- Deliver meals to the outside of rooms of any workers that are in isolation.

11. Important Information Regarding First Nations and First Nations Health Centres

- Indigenous populations face heightened health risks due to higher pre-existing health conditions compared with non-Indigenous Canadians. First Nations, Métis, and Inuit populations disproportionately face health disparities linked to the social determinants of health (i.e., social, economic, cultural, political inequities). First Nation governments have been working diligently to protect the health of their communities and Elders during COVID-19. As such, it is recommended that all workers respect any precautions being taken to avoid carrying this virus into First Nations communities.
- Some Indigenous governments in B.C. are not welcoming visitors at this time into their communities or are requiring protocols to be followed. It is important to respect this.
- It is recommended that you do not go into First Nations communities unless you have pre-arranged the visit with the respective First Nation government.
- It is recommended that employers who are travelling to or established near a First Nations community make themselves aware of First Nations government travel considerations or restrictions and connect with regional health authorities to be advised of any current precautions and restrictions being taken in the region to protect the health of their communities and Elders during COVID-19.
- Individuals employed at field operations and businesses must not seek medical care from a local First Nations health center. There are inadequate resources to sustain an influx of external cases.
- If a worker who is symptomatic wishes to return to their home in a First Nation community, it is recommended that the First Nation health center is notified to determine that sufficient resources are in place to support isolation of the individual on arrival.

12. Physical Distancing and Local Communities

- Workers do not need to remain in their accommodation on days when not working; however, it is recommended that facilities and services (including meals, communication systems, laundry) be organized on site and provided to enable workers to remain in camps on days off if that is their preference, and personal purchases can be arranged without workers visiting nearby communities.

- Avoid unnecessary visits to public establishments. It is recommended that traveling to a grocery store or other necessary public establishment be limited to one person per group who will also buy food and essentials for others.
- It is recommended that signage and reminders are posted for workers and staff to regularly wash hands, practice coughing etiquette, maintain physical distancing in the community and avoid congregating in social settings or community settings.

13. Face Masks – additional cautionary information from BCCDC

The BCCDC states that:

- Medical/surgical masks should be reserved for healthcare workers and people caring directly for a person with COVID-19.
- The use of a homemade mask should be considered by members of the public who are symptomatic or caring for someone who is symptomatic as an interim measure if commercial masks are not available.
- If you are healthy, wearing a non-medical or cloth face mask is a matter of personal choice and it may help protect others. This is because some people can spread the virus when they have very mild symptoms or may not know that they are infected.
- Wearing a cloth mask may not protect you from COVID-19, but it is a good option in situations where you cannot keep a safe distance from others for an extended period of time, such as when you are on transit, getting a haircut, or visiting someone indoors. Any mask, no matter how efficient at filtration or how good the seal, will have minimal effect if it is not used together with other preventive measures, such as frequent hand washing and physical distancing. Using only a mask is not enough to prevent the spread of COVID-19.

If you decide to use and make a mask under these circumstances, here is some information to improve the effectiveness of homemade masks:

- some materials are better than others. Use clean and stretchy 100% cotton t-shirts or pillowcases;
- homemade masks should have at least three layers to make sure that droplets don't pass through the fabric;
- ensure the mask sits closely over the nose, mouth, cheeks and chin of the person wearing it as material that allows droplets to pass through gaps will not work;
- the mask should be comfortable, or you won't want to wear it consistently;
- if the mask makes it a lot harder to breathe, then the seal will not be as good, and the mask will be less effective; and
- clean or change the mask often.

Also see - [Face Masks](#) – additional cautionary information from BCCDC

SECTION 3: WHAT THE EMPLOYER NEEDS TO PUT IN PLACE TO ASSESS AND MONITOR WORKER HEALTH

1. Employers and Worker's Health

It is important as an employer to have a clear plan that outlines how to monitor workers daily for [COVID-19 like symptoms](#), what to do when your workers are ill, who the workers will report symptoms to, how the Coordinator(s) will monitor workers daily, and the plan to support self-isolation of ill workers. The plan should also include how to notify the local medical health officer if there is an outbreak or suspicion of an outbreak, that is, when two workers present with symptoms in a relatively short period of time.

Workers should be made aware of how to seek help and steps to take if they are ill or unwell to support reporting of symptoms and timely access to any required assistance. For more information visit BCCDC's website:

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/employers-businesses>.

2. Employer Responsibility for Screening of Workers

Workers who have indicated symptoms of COVID-19 before arriving to the work site or accommodation site, will not be able to work according to the Industrial Camp Order.

- Ensure your workers know their obligations to monitor for symptoms and to report symptoms that include common cold, influenza, or gastrointestinal symptoms.
- Advise workers and contractors to report symptoms to the Coordinator and not return to work until they have been reassessed by their medical provider. The illness policy must be up-to-date and communicated to all staff immediately.
- Employers must ensure that all workers and contractors are assessed prior to proceeding to the work site.
- You must have a Coordinator who educates workers on how to self-assess their symptoms and ensures they know what to do if they have symptoms.
- If a worker appears to show symptoms, it is important to ask questions of the worker to confirm.

- Workers must pay attention to how they are feeling. If they have cold or flu symptoms in addition to gastrointestinal symptoms, they must seek assessment for testing, self-isolate, and contact the Coordinator.
- Workers can use the online [B.C. COVID-19 Self Assessment Tool](#) to help determine if they need further assessment for testing by a healthcare provider or at a local collection centre. They can complete this assessment themselves, on behalf of someone else, or have the Coordinator help them complete it.

3. Worker Self-isolation

Workers who have common cold or influenza like illness or [symptoms compatible with COVID-19](#) are required to remove themselves from the work environment and immediately report symptoms to the Coordinator, while ensuring physical distancing of 2 m (e.g., reporting by phone).

- If staff need to be isolated, employers must provide a separate room or tent and washroom facilities wherever possible and they should follow [self-isolation guidance](#).
- If a worker or contractor displays symptoms of COVID-19, they are required to begin self-isolation immediately.
- Self-isolation should continue for a period determined by the self assessment tool or in consultation with their medical provider.
- In all cases, isolation must continue until a fever is gone without the use of fever-reducing medications, for example, Tylenol, Advil, AND symptoms improve – improvement in runny nose, sore throat, nausea, vomiting, diarrhea and fatigue.
- Workers must be informed of personal access to medical support for COVID-19 (i.e., 8-1-1) or their medical provider or a local virtual clinic if available by the employer.
- Any testing for COVID-19 will be done in accordance with the BCCDC's up-to-date guidance on [COVID-19 testing protocols](#).
 - If a worker tests positive for COVID-19, they must self-isolate for a minimum of 10 days from symptom onset AND ensure their symptoms, including fever, have completely resolved.
 - If a worker tests negative for COVID-19, they must self-isolate until their common cold or influenza like symptoms have completely resolved.
- Employers must support workers with symptoms to self-isolate in the camp or a motel room, unless they are within close driving distance to their home and are able to safely travel home.

Self-Isolation Requirements

Employers have a responsibility to provide safe isolation, monitoring and care for the workers that become ill, as well as to protect the staff on site from transmission.

For those workers that are living in accommodations for whom it has been determined that they do not require off-site care isolation practices MUST include:

- a room or a tent with a separate entrance;
- a separate shower/toilet only for that worker and cleaned immediately following use;
- workers receiving daily wages and meal support;
- meals provided or delivered to the individual in isolation; and
- workers checked a minimum of twice daily to ascertain if medical assistance is required, particularly at days 5 to 9, as symptoms may worsen during this time and rapid medical response may be required.

Waste Management for Ill Workers

- Designate one person, or small team to handle waste from all self-isolation tents and rooms.
- All waste can go into regular garbage bags; line the container with a plastic bag.
- Take care not to touch the inside of the container, and wash hands well after emptying the waste.

4. Monitoring Close Contacts of COVID-19 Cases

Workers and staff or contractors who are contacts of a confirmed COVID-19 case, meaning they been, or could have been exposed to the virus, but do not have symptoms, need to be monitored for symptoms and immediately self-isolate if symptoms develop. Advise them to call 8-1-1 or their medical provider to determine any necessary next steps. The local Medical Health Officer must be notified if more than one worker shows signs of illness.

Employers must ensure that the following workers do not come to work and begin self-isolation. In some cases, specific orders may need to be followed. Those orders will be identified through a case-by-case system.

- Workers who are ill, whether or not the illness has been confirmed as COVID-19.
- Workers with COVID-19-like symptoms must begin self-isolation and be reassessed for when they can return to work.
- Workers who share a residence with a person who has been exposed to COVID-19.
- For workers that have come in contact with someone with COVID-19, see detailed instructions for: [Self-Isolation for people without symptoms](#).

Additional Information:

- Please keep up-to-date on B.C.'s requirements for [who must self-isolate](#).
- As of March 25, 2020, all persons arriving in Canada must [quarantine for 14 days](#) under the *Quarantine Act* and monitor for symptoms of COVID-19.
- All international travellers returning to B.C. are required by law to self-isolate for **14 days upon their arrival** and complete a [self-isolation plan](#).

5. Confidentiality

It will be important that any targeted communicable disease interventions are non-stigmatizing and respect confidentiality. This includes maintaining privacy for those seeking healthcare or who may be part of self-isolation, contact tracing or outbreak investigation.

6. Exit protocol

Contractors shall develop appropriate exit plans for workers leaving the worksite.

Additional Resources:

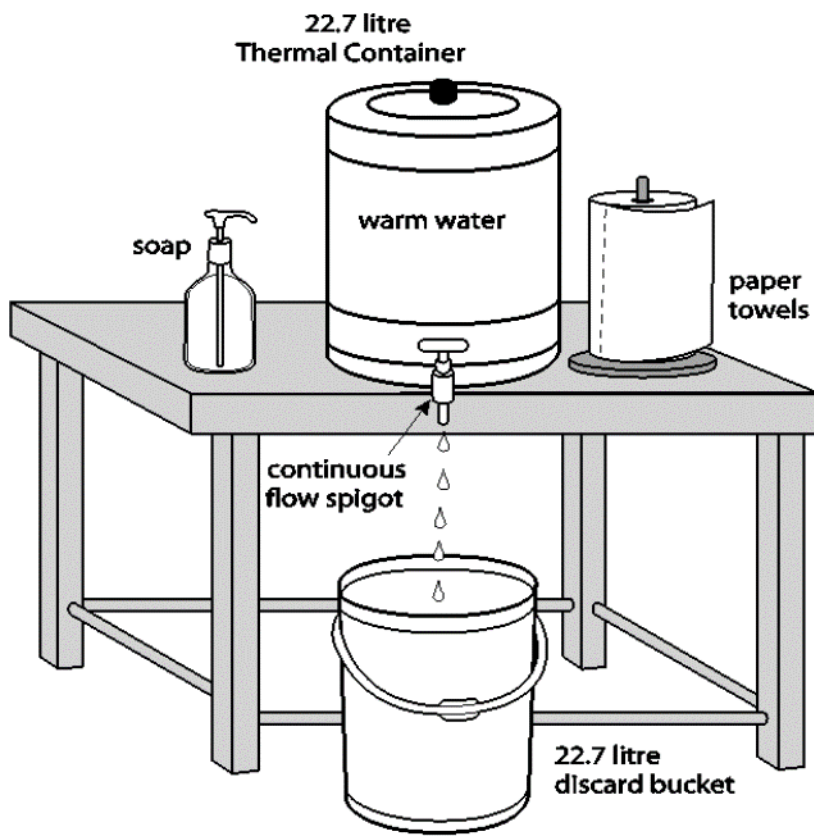
- BCCDC: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>.
- <http://www.bccdc.ca/Health-Info-Site/Documents/COVID-19-guidelines-industrial-camps.pdf>.
- <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>.
- HealthLink BC COVID-19: <https://www.healthlinkbc.ca/health-feature/coronavirus-disease-covid-19>.
- Office of the PHO: <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>.

- B.C. Government COVID-19 Support website: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>.
- WorkSafeBC, Preventing exposure to COVID-19 in the workplace: A guide for employers: <https://www.worksafebc.com/en/resources/about-us/guides/preventing-exposure-to-covid-19-in-the-workplace?lang=en>.
- Health Canada COVID-19 Fact Sheet: <https://www.canada.ca/en/public-health/services/publications/diseases-conditions/covid-19-be-prepared.html>.
- Risk-informed decision-making guidelines for workplaces and businesses during the COVID-19 pandemic: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/guidance-documents/risk-informed-decision-making-workplaces-businesses-covid-19-pandemic.html>.

Employers must continue to check for new information and refer to the following links to public health resources in the event that any embedded link is broken and does not work:

- BCCDC: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>.
- Government of Canada: <https://www.canada.ca/en/immigration-refugees-citizenship/services/coronavirus-special-measures.html>.

Appendix A: Hand-washing Stations



Appendix B: Precautions for On-site Medical Clinics

You can minimize transmission risks from COVID-19 in the medical office through common, effective infection prevention and control measures, similar to how you might deal with a more familiar condition like influenza.

Medical clinics can access information about COVID-19, including information on recommended clinic infection control precautions, testing guidelines, and advice on clinical care of people with suspected or confirmed COVID-19 at <http://www.bccdc.ca/health-professionals/clinical-resources/covid-19-care>.

It will be important that any targeted communicable disease interventions are non-stigmatizing and respect confidentiality. This includes maintaining privacy for those seeking healthcare or who may be part of self-isolation, contact tracing or outbreak investigation.

1. On-site Management of Company Policy Requirements

A significant burden to the local health care system can arise simply from company policies that require sick notes and back to work notes. Employers are asked to excuse staff for sick leave without requiring a doctor's note, if their employees are ill or required to self-isolate. This helps not only to reduce pressures on the health care system, but also minimizes the risk of spreading infection within the community.

2. On-site Medical Clinics

You can minimize transmission risks from COVID-19 in the medical office through common, effective infection prevention and control measures, similar to how you might deal with a more familiar condition like influenza.

Medical clinics can access information about COVID-19, including information on recommended clinic infection control precautions, testing guidelines, and advice on clinical care of people with suspected or confirmed COVID-19 at <http://www.bccdc.ca/health-professionals/clinical-resources/covid-19-care/clinical-care>

3. Considerations and Recommendations for Medical Clinics

Reception Area

- Display posters at patient/client entrances with instructions for anyone with respiratory symptoms to identify themselves immediately to staff.
 - [COVID-19 Poster for Medical Clinics](#)
- Upon arrival at the clinic, workers who exhibit respiratory symptoms should be given a surgical/procedural mask or tissues to cover their mouth and nose and be directed to a hand-washing or hand-sanitizer station.
 - [COVID-19 Hand Hygiene Poster](#)
 - [How to Wear a Face Mask](#)
- If possible, place patients exhibiting respiratory symptoms in a private room and close door. Put up contact and droplet precautions signs as necessary.
- Have alcohol-based hand rubs (60-90% alcohol) and/or hand-washing stations available as appropriate at the clinic entrance, the reception counter, around the waiting area, as well as near exam room doors.
- Increase frequency of cleaning of high-touch areas (at least twice daily).

Waiting Room

- Remove or cover cloth seating.
- Space waiting room chairs apart. Place some in a hallway if needed to separate patients.
- If patients being seen for COVID-19 are not wearing a mask and cannot be spaced apart in the waiting room, place them in an exam room as soon as possible.
- Air circulation should be increased if feasible.
- Increase frequency of cleaning of high-touch areas.

Exam Rooms

- Designate the closest possible exam room(s) for patients being seen for COVID-19 in order to allow rapid isolation.
- Empty these exam rooms of all but the bare minimum equipment (e.g., exam table, BP cuff).
- Wipe down all surfaces and equipment between patients who present with respiratory symptoms with an appropriate disinfectant.
- Complete cleaning and disinfection of all exam rooms.
- Air circulation should be increased if feasible.

Triage and Timing of Visits

- Patients calling about COVID-19 should be advised to present to the clinic at a set time, preferably a time when others are not in the waiting area.
- Where possible, workers who are self-isolating due to risk of COVID-19 should be asked to call ahead to tell the clinic they are coming in.

Health care workers should wear a gown, gloves, procedural/surgical mask and eye protection when providing care to patients suspected or confirmed to have COVID-19. Additional precautions including N95 respirators with eye protection should be used during aerosol-generating procedures. For more information, visit the BCCDC webpage on personal protective equipment.

4. Outbreak Management Plan

Early detection of influenza-like-illness or gastrointestinal symptoms and laboratory testing of symptomatic employees will facilitate the immediate implementation of effective control measures. In addition, the early detection and immediate implementation of control measures are two of the most important factors in limiting the size and length of an outbreak.

In the event of a suspected outbreak of influenza-like-illness, immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) at your local health authority.

A plan must be developed to support early detection and immediate implementation of the control measures. The plan must have the following written components:

- Monitoring system to rapidly identify ill employees.
- Early notification by the Co-ordinator to the local health authority and medical health officer of a potential outbreak.
- Early isolation and management of symptomatic and confirmed COVID 19 cases.
- Roles and responsibilities of those involved in an outbreak management.
- Procedures on how medical staff will manage ill employees.
- Develop and implement enhanced infection prevention control measures for managing ill employees on site.
- Develop testing procedures including early collection of viral samples and confirm location of local testing site.
 - Review the latest BCCDC Testing Guidance for specimen collection including recommended number of samples.
- Adequate medical equipment and supplies and use.
- Procedures that reduces transmission of medical staff e.g. grouping ill employees.
- Staff training regularly updated to align with current direction from BCCDC.
- Communication strategy that includes signage, messaging to employees, coordination with medical staff and with health authority.
- Debrief process and update of procedures where required.

Additional Resources:

- Up-to-date guidance on diagnostic testing for COVID-19 can be found here: <http://www.bccdc.ca/health-professionals/clinical-resources/covid-19-care/lab-testing>
- More information on environmental cleaning and disinfectants for physician's offices can be found here: http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID-19_MOH_BCCDC_EnvironmentalCleaning.pdf

Appendix C: Guidance Specific to Forestry Camps

1. Isolation Practices for Forestry Camps

Isolation practices specific to forestry camps MUST include:

- a) a separate tent or motel room with separate entrance;
- b) a specific shower/toilet will be designated and cleaned immediately following use;
- c) workers receiving daily wages and meal support;
- d) meals will be provided or delivered to the individual in isolation; and
- e) must be checked a minimum of twice daily to ascertain if medical assistance is required.

2. Further Information

Further information on COVID-19 preparedness and response measures specific to persons working in planting and forestry camps can be found at <https://wfca.ca/wp-content/uploads/2020/03/COVID19-Planting-bulletin-CAMPS-2.pdf>
