




TRANSMOUNTAIN

**CAMP AND
ACCOMMODATIONS
COVID-19
GUIDELINE**


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1 DEFINITIONS AND ACRONYMS

1.1 Definitions

Close Contact: Someone who has met one or more of the following criteria;

- a) being within approximately face-to-face with suspected/confirmed COVID-19 for greater than 15 minutes in any setting in the period extending from 48 hours before the onset of symptoms; or
- b) sharing of a closed space (approximately 6 feet or 2 meters) with a person with suspected/confirmed COVID-19 for a prolonged time (e.g. more than 2 hours) in the period extending from 48 hours before the onset of symptoms; or
- c) having direct contact with infectious secretions of a person with suspected/confirmed COVID-19 (e.g. being coughed or sneezed on).

Confirmed Case: A person with laboratory confirmation of the infectious disease, irrespective of clinical signs and symptoms.

Epidemic: The occurrence of more cases of disease than expected in a given area or among a specific group of people over a particular period of time.

Exposure Criteria: In the 14 days before onset of illness, a person who:

- traveled to an affected area (including inside Canada); OR
- had close contact with a person with acute respiratory illness who traveled to an affected area (including inside Canada) within 14 days prior to their onset of illness; OR
- participated in a mass gathering identified as a source of exposure (e.g., conference); OR
- had laboratory exposure to biological material (e.g. primary clinical specimens, virus culture isolates) known to contain COVID-19.

Infectious Disease: A disease that is caused by a microorganism, such as a bacterium, virus, or protozoan, that is not normally found in the body and is capable of causing infection.

Isolation: The process of separating sick people with a contagious disease from people who are not sick.


Occupational Health Practitioner: An individual who—

- a) is a medical practitioner, a nurse practitioner, or a registered nurse; and.
- b) has the knowledge, experience, and skills in occupational health to carry out a task required by regulations.

Pandemic: An epidemic occurring over a very wide area (several countries or continents) and usually affecting a large proportion of the population. (US Centre for Disease Control and Prevention).

Probable/Presumptive Case: An individual who is ill and has been to take a COVID-19 test but does not yet have the results.

Quarantine: The process of separating and restricting the movement of people who were exposed to a contagious disease to determine if they become sick.

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Suspect Case: An individual who is experiencing the symptoms of the infectious disease and/or has been exposed to a positive case of COVID-19 but has not yet been tested.

Workforce: All individuals supporting or working on the TMEP, directly or indirectly, including, but not limited to, TMEP Employees, Contractors, Subcontractors and any accompanied visitors to the Project or Project Work site.

1.2 Acronyms


BC	British Columbia
BC CDC	British Columbia Centre for Disease Control
BC PHO	British Columbia Public Health Order
CEEP	Contractor Environmental Execution Plan
CHSMP	Contractor Health and Safety Management Plan
CIST	Corporate Incident Support Team
COVID-19	Coronavirus Disease 2019 (<i>aka SARS-CoV-2</i>)
DIN	Drug Identification Number
OHP	Occupational Health Practitioner
PHAC	Public Health Agency of Canada
PHO	Public Health Order
PPE	Personal Protective Equipment
PSSP	Project Specific Safety Plan
SSERP	Site-Specific Emergency Response Plan
TMEP	Trans Mountain Expansion Project

2 INTRODUCTION

2.1 Oversight

The BC Office of the Provincial Health Officer, WorkSafe BC, and in one of the sections of the Trans Mountain COVID-19 documents, provide guidance to which all Camp or Accommodations' COVID-19 plans must meet or exceed. The most current iteration of the following Public Health Orders, WorkSafe BC guidance, and Trans Mountain COVID-19 documents must be applied as the standard;

- BC Order of the Provincial Health Officer – Industrial Camps
<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-order-industrial-camps.pdf>
- WorkSafe BC COVID-19
<https://www.worksafebc.com/en/about-us/covid-19-updates/health-and-safety>
- *Trans Mountain COVID-19 Response Plan*
- *Trans Mountain COVID-19 Self Declaration Questionnaire and Guidance*
- *Trans Mountain Site Access Temperature Screening Protocol*
- *Trans Mountain Safety Precautions When Working Within 2m of Other Workers*

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2.2 Purpose

The objective of this document is to ensure the proper steps are taken to reduce the risk of an actual outbreak or in the event of an actual outbreak of the COVID-19 virus on Trans Mountain Expansion Project (TMEP). This document will be applied as the minimum standard for COVID-19 and does not replace appropriate documents under contract (CEEP, PSSP, SSERP, CHSMP, etc.). There are inherent risks with workers who work and live in close proximity. These risks include the risk of infection or injury due to exposure to bodily fluids and communicable disease while providing care to injured and ill workers. The health of everyone working for TMEP, their families and the communities in which they are working, and living is paramount. The key aspects of the prevention and containment of a pandemic threat at an industrial camp or alternate accommodations include:

- Site Access Control;
- On-Site Preventative Measures;
- Preparation for possible confirmed case;
- Reporting and Assessment Mechanism for Suspect Cases;
- Quarantine and Case Measures; and
- Terminating COVID-19 Measures and Response

2.3 Scope

This guideline applies to all Contractors operating camps and/or accommodation housing, of personnel working on the TMEP. All Camp and/or Accommodations COVID-19 plans must meet or exceed the requirements and intent of this guideline. Accommodations outside of camps housing significant numbers of workers include mass bookings of hotel rooms.

3 GENERAL REQUIREMENTS FOR ACCOMMODATIONS


3.1 Roles and Responsibilities

3.1.1 Director, Health and Safety, TMEP

- Issue this procedure to all camp providers and Contractors engaged on the TMEP using other accommodations providers (e.g. hotel) as the overall minimum standard which they must prepare to meet or exceed.
- Work with Camp Operators to identify essential staff required during the health epidemic and initiate emergency measures as required.
- Work with the Trans Mountain Corporate Incident Support Team (CIST) to ensure active surveillance of alerts from local and regional level and communicate information to the Project personnel.

3.1.2 Camp or Accommodations Manager

- Where operating a camp, implement Camp Medical and Health Services plans inclusive of supporting documents, such as Pandemic Response Plan or Camp/Accommodations COVID-19 Plan and all associated health and safety requirements.
- Where operating alternative mass accommodations, develop and implement an Infection and Prevention Procedure.

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- Ensure availability of sufficient resources to implement plans, maintain standards; and position an Infection Prevention and Control Coordinator.
- Ensure availability of backup health clinic personnel in the event of attending Occupational Health Practitioner falls ill and/or when additional staff required.
- Notify housekeeping/food services provider of outbreak or potential outbreak and have them initiate their response plan.

3.1.3 Infection Prevention and Control Coordinator


- Appointed by the Camp Operator, or for instances of hotel accommodations, by the Contractor.
- Responsible for oversight of the implementation of the procedure.
- Provides liaison between Prime Contractors medical resources and any other medical resources with the TMEP Project leadership team, including Camp Operators.
- Ensures worker/personnel educational requirements are met.
- Inspects hygiene measure requirements and cleaning standards.
- Inspects camp accommodations and resources to ensure proper practices including physical distancing and respiratory protection are being used.
- Supports communication between medical personnel and the Jurisdictional Health Authorities.
- Provides support to personnel and contractor representatives, including camp occupants, on questions relating to this procedure.

3.1.4 Accommodations Coordinator

- Specific to non-camp accommodations specific.
- Block and individual bookings will be made through the Accommodation Coordinator designated by the contractor for each community; or similar identified position/person.
- Manage the appropriate assignment and distribution of workers to identified accommodation providers.
- Ensure that the accommodations are meeting Trans Mountain COVID-19 directives and applicable BC COVID-19 guidance/directives.
- Provide a liaison and communications role between TMEP, the contractor and the hotel provider.
- Arrange coordination for support of isolated workers with contractor and hotel provider.

3.1.5 Occupational Health Practitioner (OHP)

- Camp specific.
- Monitor, assess and report any increase in cases of an infectious disease.
- Ensure they have the knowledge skills and abilities to provide care, immunizations and education as required.
- Provide medications or immunizations as indicated or when available.
- Maintain the health clinic, ensure adequate inventories of supplies available, and conduct inspections of equipment.
- Report suspect cases of COVID-19 to TMEP Health and Safety representative immediately.

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- Report confirmed cases of COVID-19 to the Jurisdictional Health Authority local medical officer.
 - Camp service providers and other accommodation providers also need to be notified of any cases and take the appropriate response steps.
- Educate authorized service providers who enter the quarantine area on donning and removing personal protective equipment (PPE).
- Monitor the progress of COVID-19 internally and externally on a daily basis by reviewing daily reports as published by the jurisdiction and the Public Health Agency of Canada (PHAC) and adjust the health epidemic procedure as new information is obtained.
- Communicate with logistics immediately when there is a need for an increased stock of supplies.
- Report to site management if there is a need to transport ill employees off site.

3.1.6 Housekeeping/Food Services Contract Provider


- Ensure a quick transition of dorm to quarantine area when required, including evacuation of dorms in preparation for quarantine and personal protective equipment (PPE) stations.
- Ensure all services to dorm are maintained.
- Ensure all meals to the quarantined dorm are distributed as per plan.
- Ensure all housekeeping and laundry are organized and prepared for the quarantine area.
- Increase housekeeping in the accommodation areas, public areas, kitchen, and lunchrooms upon notification of potential outbreaks.

3.1.7 Camp Worker Supervisors

- Camp specific.
- Assist in reinforcing this procedure with onsite personnel.
- Communicate with family members of ill workers if the worker is unable to communicate with his/her family members to advise of the health status of the ill worker and the steps being taken to ensure effective treatment and or evacuation of the ill worker.

3.1.8 Occupants

- Self-screen for signs and symptoms of COVID-19 and report to their supervisor and OHP if symptomatic.
- Follow instructions as provided by the OHP and treating Health Care Providers.

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3.2 Site Access Controls

These steps will be taken to ensure any personnel with an infectious disease or symptoms of an infectious disease will be carefully screened to ensure the safety and security of all personnel operating or occupying a Trans Mountain facility or worksite. All control measures must meet or exceed the requirements set by the *Trans Mountain COVID-19 Response Plan* and Jurisdictional Health Authority.

3.2.1 Self-Monitoring

All personnel will be encouraged to self-monitor for signs and symptoms of COVID-19 and to self-isolate to the extent possible before coming to site.

Any personnel who are or have been off site with any confirmed COVID-19 like symptoms or infectious disease shall:


- Not return to work for the period determined by their jurisdiction of residence and workplace requirements.
- Workers who are off work due to confirmed illness or positive COVID-19 test will coordinate a return-to-work strategy with their direct supervisor and TMEP Health and Safety representative. Return to work plans must include the following considerations;
 - Signed confirmation that the worker has received a negative test result (from Jurisdictional Health Authority or an affidavit from the worker);
 - self-isolation for the required period (10 days from the start of symptoms, or until symptoms resolve, whichever takes longer) or as advised by the Jurisdictional Health Authority; and
 - workers must be symptom free without the use of symptom relieving medications for at least 24-hours prior to return to work.

3.2.2 Health Screening Access Point

A screening process shall be conducted by a qualified medical practitioner at any site entry point prior to site access.

The screening process must include;

- Confirmation of completed *Trans Mountain COVID-19 Self-Declaration Questionnaire*, or equivalent.
 - The response of 'yes' is not intended as an immediate refusal of entry, but an indicator for further screening from a medical practitioner after which refusal for entry may occur.
- Temperature screening.
 - To meet or exceed the standard set by the *Trans Mountain Site Access Temperature Screening Protocol* and all applicable medical requirements.

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3.3 COVID-19 Notifications

A positive or presumptive case within the TMEP personnel of a camp or approved accommodations provider will be identified by their employer, camp management or the Trans Mountain Health and Safety representative. The notification of the case must *immediately* occur to the workers immediate supervisor and the TMEP Health and Safety representative, who will then gather additional information using the Extended Workforce Rapid Response form referenced in the *Trans Mountain COVID-19 Response Plan*.

If an update in health status is received indicating the receipt of a positive or negative COVID-19 test result, this must also be communicated *immediately* to the TMEP Health and Safety representative.

3.4 Contact Tracing

Upon identification of a suspect, presumptive or positive case of COVID-19, contact tracing must occur to identify potential for additional exposures on-site while also protecting the personal health information of the individual affected to the extent possible. This effort may be supported by Trans Mountain or the appropriate Jurisdictional Health Authority, as indicated by the situation. Contact tracing must include the following;

- detailed listing of all worksites visited in last 14 days;
- all personnel who came in close contact as defined,
 - Inclusive of worksites, camp, and/or accommodation settings; and
- all personnel who may have shared facilities with the individual.


3.5 Outbreak Management Plan

Early detection of influenza-like-illness or gastrointestinal symptoms and laboratory testing of symptomatic personnel 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 COVID-19, immediately report and discuss the suspected outbreak with the Medical Health Officer (or delegate) of the Jurisdictional Health Authority.

The Camp or non-camp accommodations COVID-19 plan must include an Outbreak Management section 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 Infection Prevention and Control Coordinator or the Accommodations Coordinator to the Jurisdictional 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.

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- Adequate medical equipment and supplies and use
- Procedures that reduces transmission
 - e.g. grouping ill employees
- Staff training regularly updated to align with current direction from Jurisdictional Health Authority
- Communication strategy that includes signage, messaging to employees, coordination with medical staff and with health authority
- Debrief process and update of procedures where required

3.6 Terminating COVID-19 Measures and Response

Terminating the health pandemic response and quarantine process will be done only after guidance has been issued through the Office of the Provincial Health Officer and TMEP that it is reasonable and safe to retract the measures that have been instituted to respond to COVID-19.

- Monitoring of the pandemic response will continue to ensure alignment with the appropriate level of caution ahead of returning to normal business.


4 NON-CAMP ACCOMMODATIONS SPECIFIC REQUIREMENTS

Worker accommodation strategy and approach during COVID-19 shall be subject to and limited to a pre-determined set of hotel properties. Contractors must follow TMEP accommodations preferences. Contractors shall designate worker groups (pods) with sizes in alignment with BC CDC guidance to occupy each hotel property. Coordination with hotel management may indicate that more than one pod can be assigned to the same hotel property.

4.1 Accommodation Options

Contractors must identify accommodation options (“Inventory”) in conjunction with Trans Mountain and the appropriate Accommodations Association(s) and/or Tourism Authority(s) to confirm local properties that meet Trans Mountain and contractor requirements, including Trans Mountain COVID-19 requirements and all applicable BC COVID-19 Public Health Orders inclusive of the order pertaining to industrial camps. This process must include as many property options as possible and the following requirements apply;

- Ensure all property owners agree to comply with TMEP COVID-19 Protocols and BC Order.
- Contractors already working from the area may remain in their existing accommodation as long as TMEP COVID-19 directives and BC Order compliance is assured.
- Identified Trans Mountain and Contractor management/foremen may secure private rentals if the property is not shared with other workers.
- Properties which cannot meet the Trans Mountain COVID-19 directives and/or the British Columbia Order Public Health Order (BC PHO) requirements will remain on the Inventory which will be shared with smaller contractors requiring less capacity.
- Properties which have indicated they can meet the requirements outlined above will be asked to provide the following;
 - Confirmation they will comply with, and are accountable for, COVID-19 precautions as outlined in Trans Mountain COVID-19 directives and all applicable BC health directives.

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- Commitment to provide the rooms assigned to their property for the duration of the assigned period.
- A copy of the *Trans Mountain COVID-19 Response Plan* must be provided to hotel property management.

Additional criteria for selecting hotel accommodations may include;

- Space and functionality to allow compliance with the BC Public Health Orders and guidance.
- Food services – hot breakfast and dinner, bag lunch.
 - Must comply with all BC COVID-19 guidance. Property owners may partner with external food service providers if they also comply with applicable COVID-19 guidance related to food service.
- A dedicated conference room – or large interconnected meeting rooms for daily COVID-19 screening.
- Full internet/teleconferencing capabilities for audio video links.
- Independent apartment-style units for contractor workers who have critical construction roles.

4.2 Suspected and/or Presumptive COVID-19 Case


Any worker that has self-identified as having symptoms of COVID-19 are to stay in their room and immediately notify their direct supervisor.

- Workers will seek medical advice and may not self-diagnose or self-determine that their symptoms were unrelated to COVID-19.
- The hotel provider must be notified and supports arranged for the isolated individual.

4.3 Isolation

Workers must self-isolate in their accommodations if they are sick or show ANY signs of illness, notify their supervisor right away, and seek testing from the Jurisdictional Health Authority via 811 or online assessment.

- Workers are required to self-isolate if they are experiencing flu-like symptoms or any of the symptoms associated with COVID-19 (cough, fever, shortness of breath, runny nose, sore throat, etc.) that is not related to a pre-existing illness or health condition.
- If a worker who is symptomatic wishes to return to their home in a vulnerable or Indigenous community, the community health centre must be notified to determine that sufficient resources are in place to support isolation of the individual upon arrival.
- In the event of a COVID-19 positive or a symptomatic individual is identified and is required to self-isolate within the hotel accommodations without opportunity to travel back, the contractor, supervisor or TMEP will arrange to support the individual's isolation requirements and monitor their condition regularly.

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5 CAMP SPECIFIC REQUIREMENTS

5.1 Site Access

Prior to or during access of the industrial camp, all personnel inclusive of employees, contractors, occupants and visitors must comply with the following;

- Completed *Trans Mountain COVID-19 Self Declaration Questionnaire*, or equivalent;
 - The response of 'yes' is not intended as an immediate refusal of entry, but an indicator for further screening from a medical practitioner after which refusal for entry may occur.
- Temperature screening; at point of access
 - To meet or exceed the standard set by the *Trans Mountain Site Access Temperature Screening Protocol*.

Camp operators must institute the following processes for the camp access point;

- Maintain a running list of all persons who have accessed the camp for the last six weeks
 - This list must include visitors which encompasses anyone coming on site that does not register as an overnight client, such as social visitors, delivery persons, repair persons, etc.
 - The full name and contact information (telephone number, email and physical address) of the individual.
 - The name and contact information (telephone number, email and physical address) of the individual's employer.
 - Duration of stay.
 - All information collected will be considered private and confidential, to be utilized only in instances of possible contact with COVID-19 and for assistance with Jurisdictional Health Authority investigations/contact tracing
- As per the BC PHO for industrial camps, the camp must provide a COVID-19 training and education session to all persons who enter the camp or is on-site.
 - Training should include safety measures and procedures, physical distancing, proper hygiene practices, and monitoring and reporting illness.


5.2 On-Site Preventative Measures

The camp on-site operator will ensure a state of heightened monitoring of health concerns and facilities transformed to reduce on-site transmission and prevent the possibility of an outbreak during the COVID-19 pandemic.

5.2.1 Hygiene

All workers must be trained by their employer on increased hygiene practices and cleaning. Limiting potential transmission of COVID-19 requires all workers to practice increased hygiene and increased cleaning. Workers must be educated by their employer on measures to prevent infection and transmission. Employers should support increased hygiene by reminding workers to cough and sneeze into elbows, avoid touching one's face with unwashed hands, and dispose of used tissues immediately.

The Camp Operator must provide a suitable number of handwashing stations (see Appendix A: Hand-washing Stations) for the size of the work site and post signage that identifies their location or provide hand sanitizer with a minimum 60% alcohol.

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- Handwashing stations with soap and water must be made available immediately outside or inside all buildings in which employees are working or eating food.
- Handwashing stations may be either permanent or portable where there is a lack of pressurized water. Wash stations should be 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 employee may be provided with hand sanitizer for personal use that is replaced prior to each shift.
- Handwashing periodically throughout the day and especially before and after break times, after using the washroom, or when workstations are changed, or tools are switched must be encouraged as much as possible.
- Hand washing instructions and reminders will be posted at all handwashing stations.

5.2.2 Safety reminders

As part of the daily safety briefing, workers will be reminded of measures to prevent infection and transmission including that frequent handwashing and avoidance of face touching prevents infection transmission. Additional signage requirements on camp grounds include;


- Posters and printed reminders must be displayed in conspicuous places.
- Display posters that illustrate to:
 - Physically distance (2m/6ft)
 - 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;
 - physical distancing; and
 - avoid touching your face, eyes, nose or mouth with unwashed hands.

5.2.3 Cleaning

In coordination with the Housekeeping/Food Services Contract Provider and alignment with their COVID-19 Plan, there will be an increase in cleaning frequency of areas/items/surfaces where there is a likelihood of multiple points of contact. These points of contact shall be cleaned at a minimum of twice a day and after any potential contamination that may occur with some surfaces being cleaned multiple times throughout the day. Cleaning products used for disinfecting must only be used if they are listed by Health Canada as an approved disinfectant against COVID-19 and/or have a Drug Identification Number (DIN)

These surfaces include but are not limited to:

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • entrance/exit door handles • stair railings • telephones • faucets and countertops • television remote controls • snack and pop machine buttons, coin return and drop bucket | <ul style="list-style-type: none"> • any community accessible equipment (coffee machines, toasters, microwaves, etc.) • light switches • computer keyboards • games and accessories (i.e.) pool table edges, pool cues, darts, chalk holders, etc. |
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- chair handles
- temperature control switches
- room keys
- boarding passes
- bathroom stall doors and latches
- soap dispenser handles
- towel dispensers

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.

5.2.4 Food Service and Hygiene Practices

The cafeteria shall be arranged and managed to minimize the possibility of infectious disease entering the kitchen and dining room area. Handwashing stations must be located at the entrance of the cafeteria and all personnel shall wash their hands prior to entering.

To reduce multiple points of contact and keeping in line with physical distancing, extra measures will also be put in place:

- Tables and chairs reorganized to encourage 2m (6ft) separation.
- Staggered meal schedule to the extent possible.
- Condiments to be replaced by single use packets.
- Buffet-style serving systems must not be utilized whenever such systems can practically be replaced with other systems such as kitchen staff serving food to workers.
- 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 kitchen workers and supervisory staff shall be permitted to enter food preparation or storage areas.
- Signs shall be posted to limit the number of people permitted in the dining area and any other common areas.
- Meals should be delivered to the outside of rooms of any workers that are in isolation.
- All employees must wash their hands immediately prior to entering any dining or food preparation area.
- Salad bar and sandwich bar to be closed and prepackaged options to be made available
- Ice cream freezer closed.
- Fresh Fruit, pastries and desserts to be made available in pre-packaged options.
- Markings placed on floors to serve as visual clues for physical distancing.

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5.2.5 Physical Distancing Practice Implementation

Physical distancing will be communicated to and implemented by all personnel. Physical distancing will reduce the opportunity of spread via respiratory droplets. To encourage physical distancing these practices shall be put in place:

- Visual reminders of how to effectively practice physical distancing (posters, dots on the floor in gathering locations and line up areas).
- Continual communication practices (site notifications, presentations).
- Configuration of cafeteria to promote distancing (reduction of chairs and creating larger tables).
- Staggered meal schedule to reduce occupancy during prime serving times (breakfast and lunch).
- Encourage the use of technology to conduct meetings (Microsoft Teams, Skype, Zoom, phone, etc.).


5.3 Isolation and Quarantine Requirements

Camp Operators are required to place suspect cases of COVID-19 into immediate isolation until such time when a negative test result from the Jurisdictional Health Authority or medical clearance has been received by the individual experiencing symptoms. Notification to the TMEP Health and Safety representative and the individual's direct supervisor of these cases must immediately occur. Camp COVID-19 plans must include the following isolation practices;

- A room with a separate entrance;
- A separate shower/toilet will be designated and cleaned immediately following use;
- Meals will be provided or delivered to the individual in isolation; and
- Isolated persons checked a minimum of twice daily by a designated person to ascertain if medical assistance is required.

The camp COVID-19 plan must also describe the following distinct requirements;

- Policy for when clients can stay in their own existing room to observe isolation or quarantine period.
- Policy for when to relocate individuals to a designated separate group of rooms (e.g. dedicated wing).
 - Consider the safe handling of movement of client belongings, where necessary.
- Number of rooms available for quarantine/isolation (e.g. one person per room) .
 - Consider access to washrooms and showers.
- Describe how common bathrooms used by quarantined/isolated individuals will be cleaned/disinfected after each use.
- Describe protective measures for staff that interact with and support clients in isolation/quarantine.
- Describe capacity to care for symptomatic individuals.
 - Describe capacity to serve meals to quarantined/isolated individuals in their rooms.
- Describe how quarantine/isolation rooms will be safely cleaned/disinfected during the individual's stay and after isolation period ends (i.e. before others can occupy the room).

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- Describe how clothing/bedding/linens will be laundered for individuals in quarantine/isolation.
- Describe how isolating/quarantining individuals will be monitored for deteriorating health

Workers must self-isolate in their accommodations if they are sick or show ANY signs of illness, notify their supervisor and the Camp Operator right away; and seek testing from the Jurisdictional Health Authority via 811 or online assessment.

- Workers are required to self-isolate if they are experiencing flu-like symptoms or any of the symptoms associated with COVID-19 (cough, fever, shortness of breath, runny nose, sore throat, etc.) that is not related to a pre-existing illness or health condition.
- If a worker who is symptomatic wishes to return to their home in a vulnerable or Indigenous community, the community health centre must be notified to determine that sufficient resources are in place to support isolation of the individual upon arrival. The appropriate Jurisdictional Health Authority must be contacted for medical advice prior to returning to the community.

5.3.1 Waste Management for ill Workers


- Designate one person, or small team to handle waste from all self-isolation 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.

5.3.2 Monitoring Close Contacts

For personnel that have come into close contact with someone with suspect or confirmed COVID-19 may be required to self-isolate, dependent on the nature of the close contact and advice of the site OCP.

Employers must ensure that the following employees 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 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.

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5.3.3 Notifying the Health Authority of an outbreak

The local Medical Health Officer of the Jurisdictional Health Authority must be notified immediately 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, gastrointestinal illness) are detected.
- 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:

gateway_office@vha.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

5.4 Coordination with Work Site Contractor

The Camp Operator must work with the work site to implement a strategy to safely transport sick workers from the worksite for placing them directly into isolation at the camp. Workers with relevant COVID-19 symptoms are expected to leave a worksite immediately and return to their accommodations.

Additionally, to identify all close contacts of a suspect case, the Camp Operator and the Contractor must coordinate efforts. Work camp and work site communication protocols must include the following;

- Protocol for notification between work site contractor and the work camp when workers become symptomatic “at work”.
- Protocol for work camp to notify work site(s) when symptomatic occupants are identified and/or when occupants are isolating.
- Protocol for notification to the work camp by the work site(s) of any workers who left a work site with symptoms - for the purposes of identifying close contact with work camp staff and/or clients.