



RIDER VENTURES LTD

WILDFIRE AND FLOOD PROTECTION

*Forestry • Wildfire and Flood Safety • Emergency Response
Training • Consulting • Overhead Personnel*

COVID-19 RESPONSE GUIDE

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Purpose

Rider Ventures Ltd is committed to providing a safe and healthy workplace for all personnel while maintaining the highest service levels possible. The protective measures and guidelines defined in this document will help to ensure these objectives are met.

All Rider Ventures Ltd personnel must follow the procedures and guidelines in this plan to prevent and reduce the likelihood of exposure to COVID-19 and further reduce the impact to our organization and the community.

This plan is intended to be used as a reference document and supplement existing Operational Guidelines, Standing Orders and Department policy.

Background

COVID-19 is a highly contagious respiratory illness caused by a virus which is constantly changing and mutating. A pandemic occurs when there is an abrupt and major change in the protein structure of the virus resulting in a new subtype. When this occurs, people have little or no immunity to the new strain which can cause it to spread very quickly.

When an outbreak occurs in one or more countries or worldwide, the event is called a pandemic. The World Health Organization declared the COVID-19 outbreak a pandemic on March 11, 2020.

Research scientists and health professionals agree the effects of this pandemic on the public at large will be both widespread and disruptive. The impact on all businesses is expected to be dramatic as well with significant rates of absenteeism due to illness. The Rider Ventures Ltd is not immune to these potential risks and proactive measures are being implemented to minimize their impact.

Assumptions

The following assumptions are made based on the most current information available:

- The “Rider Ventures Ltd Pandemic Response Guidelines” are intended to control and limit the rapid spread of an infectious disease.
- The plan assumes there is no immunity at this time and that a high risk of contraction exists.
- Employee absenteeism due to illness could range from 15% - 80% of our available workforce.
- A pandemic usually spreads in two or more waves.
- A second wave may occur within three to nine months of the initial outbreak.
- Waves are expected to last six to eight weeks.
- Until a vaccine is made available, the primary focus should be on limiting spread through decreased contact, improved personal hygiene, and maintenance of a clean work environment; and
- Service levels of Rider Ventures Ltd are likely to be impacted as a result.

Personal Hygiene

Personal Hygiene measures will aid in minimizing COVID-19, influenza transmission and must include:

- Cover nose and mouth with a sleeve or tissue when sneezing or coughing;
- Turn head away from others when sneezing or coughing;
- Dispose of used tissues immediately;
- Wash hands frequently;
- Keep hands away from eyes, nose, and mouth; and
- Maintain social distancing of 2 meters whenever possible.

Hand Hygiene

Hand hygiene is one of the most effective ways to minimize the risk of infection. Hand hygiene can be performed with soap and warm water or by using waterless alcohol-based hand sanitizers. Alcohol-based sanitizers are only to be used until you can get to a sink and wash with soap and water. Alcohol based sanitizers are not a replacement to washing with soap and water. If you use ABHS, at your next opportunity you are to still wash your hands. These are located throughout all Rider Ventures Ltd Bases, workstations that are set up in Communities as well as all Rider Ventures Ltd transport units and support vehicles. Proper hand washing helps prevent the transfer of infectious materials from the hands to other parts of the body - particularly the eyes, nose, and mouth - or to other surfaces you handle.

All Rider Ventures Ltd personnel should wash their hands:

- Upon entering any building
- A minimum of once per hour;
- Before eating, drinking, touching their face;
- After eating, drinking, touching your face
- After using the washroom
- After removing PPE;
- After removing gloves;
- After Fire Personnel return to the fire station from emergency and non-emergency duties; and
- Each time you pass a hand washing station.

Hand washing procedures:

- Wet your hands with clean running water;
- Apply soap and lather by rubbing your hands together. Be sure to get the back of your hands, between your fingers, and under your nails, your wrists, your thumbs
- Continue scrubbing for at least 20 seconds;
- Rinse your hands under clean running water; and
- Dry your hands with a clean towel.
- Use paper towel to turn the water off

Waterless hand sanitizers can be used as an alternative to handwashing or fast orange if access to clean running water is not available.

When using ABHS, Fast Orange ensure you use enough to coat the entirety of your hands (fronts, backs, wrists, thumbs and between your fingers) Your hands need to stay wet with the ABHS for a full minute before they dry. Ensure you are using enough to do this. ABHS should have at least 70% ethyl alcohol in it to be effective.

Cleaning

Regular cleaning remains the responsibility of all Rider Ventures Ltd personnel who are required to actively participate in maintaining a clean work environment and maintaining the existing cleaning schedules for all Rider Ventures Ltd property or personal. Telephones, cell phones, computers (MDT's), keyboards, and computer mice are particularly susceptible and should be cleaned using disinfectant wipes. Important to understand the product you are using for disinfecting. Some disinfecting wipes require the wiped surface to stay wet for 3+ mins to work, some are for 1 minute+. Ensure you review the instructions for use for the disinfectant you are using.

Cleaning of Vehicles, Buildings and Rider Ventures Equipment

Enhanced cleaning of the Vehicles and Base Buildings is being implemented as an additional preventative measure. In addition to the general cleaning referenced previously, the following schedule for hall cleaning will be in place:

- **0830 hours** - personnel will wipe down all high contact areas including countertops, doorknobs, workstations, handles, washrooms (toilet handle, facets, paper towel dispenser) and fire apparatus surfaces;
- **1130 hours** or prior to preparing lunch - personnel will wipe down all high contact areas in food preparation and eating areas.
- **1730 hours** - If there are night shift personnel, they will wipe down all high contact areas including countertops, doorknobs, workstations, handles, washrooms (toilet handle, facets, paper towel dispenser) and fire apparatus surfaces;

Washrooms and fitness equipment will be disinfected daily. Kitchen towels and dish cloths will be changed daily and laundered. If using tents and mattress covers should be place on mattress/foamy will be laundered on the first day back from deployment. The cleaning of Rider Ventures Ltd and vehicles outlined above is to be considered as the minimum required frequency and extent. Ongoing monitoring and maintenance in addition to the above should continue. If someone using the above has respiratory illness, or presents with respiratory illness during the night, then the mattress covers, bedding etc., should be laundered immediately with a high enough temperature to kill the virus.

A protocol should be in place for a “terminal” clean if staff presents, or an illness develops during their shift with Covid-19 (suspected, or probable)

Transporting Crew Members Safety

The following are hygiene protocols for the prevention of COVID-19 in our workspaces.

- Wash hands with soap and water before, during, and after work. Follow the 20-second rule when washing. Additionally, hand sanitizer is available in all our trucks and office spaces.
- If you cough or sneeze use a tissue or into your bended elbow, then wash or sanitize your hands immediately afterwards.
- No shaking hands, hugging, or touching.
- At start-of-shift wipe down trucks with sanitizer wipes and 20-1 bleach mixture. After you enter or exit trucks wipe down door handles. At end-of-shift wipe down trucks with supplied Metri-Cide 28 or 20-1 bleach mixture.
- While vehicle/helicopter/boat/plane is in motion wear mask, gloves, safety glasses and open windows at least 4 to 6 inches for ventilation.
- No food or drinks allowed while crews are in transport.
- At Tailgate Meetings stand 2 meters apart from co-workers and wear latex gloves and masks.
- No common use of pens or equipment – use your own tools with supplied latex medical gloves. After using equipment wipe down with supplied cleaning supplies. At end-of-shift, wipe down equipment with supplied Metri-Cide 28 or 20-1 bleach mixture.
- If you are at work and feel sick advise your supervisor immediately. Depending on your level of illness we may provide a vehicle for you to leave the worksite or contact an ambulance. If you are in a hotel and feel sick, you will be quarantined until medical assistance arrives.
- After shift, wash your clothes and shower to prevent bacteria/germs from transferring to your home and family.
- For your own recommendations – take Vitamin C, eat healthy and get plenty of rest.
- If you do not feel well stay home – DO NOT come to work. Call your Supervisor to let them know you are ill.
- Employers should have hand washing facilities or sanitizing stations available to workers as they enter and exit the vehicle/helicopters/boat/plane.
- Employers must ensure that high contact surfaces within the vehicle/helicopter/boat/plane are routinely cleaned. These include seatbelts, headrests, door handles, steering wheels, and hand holds.

Social Distancing

Social distancing is the process of maintaining a physical separation between individuals to reduce the chance of spreading the disease. Social distancing includes eliminating hand shaking and maintaining a 2-meter separation from other individuals whenever possible. Social distancing also includes eliminating non-essential meetings/gatherings and using electronic mediums to communicate whenever possible.

COVID-19 and influenza are primarily contracted from direct exposure to viruses expelled during respiration, coughing and sneezing. A secondary source of exposure is contact with surfaces or objects that have been contaminated by an infected individual. This mode of transmission is known as droplet/contact transmission. The spread of COVID-19 and influenza can be greatly reduced through elimination of contact with others and maintaining proper hygiene.

Social distancing protocols for Rider Ventures Ltd personnel should include:

- Maintain social distancing during shift change, meetings, and meals to minimize contact between individuals and groups;
- Restrict training activities to company evolutions that can be completed in isolation of other agencies and limit personal contact;
- Restrict fitness activities to ensure that no more than 2 individuals are in the gym at one time and no more than 1 individual is in the cardio room at one time; (if applicable) Social distancing relies heavily on voluntary compliance within the workplace and it can slow the spread of disease provided there is a high level of staff compliance.

Additional Hygiene Practices

In addition to personal hygiene, hand hygiene, cleaning and social distancing these additional hygiene practices will help reduce the risk of the transmission of COVID-19 and influenza:

- (RV) When reporting for duty use the designated entrance (keypad front door), perform self-screening protocol, wash your hands, and disinfect your cell phone;
- DO NOT handle other members turn out gear at shift change or developments (RV)
- DO NOT handle other RV Personnel or RV member's uniforms, clothes, or fitness clothing;
- DO NOT leave your uniforms hanging in the gym and washroom areas;
- Increase the frequency of uniform changes and laundering; and
- Shower at the end of your shift to ensure that you go home to your loved ones safe and clean.

Wellness and Personal Care

In addition to the technical procedures and preventative measures listed in this document, Rider Ventures Ltd members are reminded to maintain their focus on personal wellness. The following information has been provided to RV members courtesy Sara Wegwitz. These 10 ways to strengthen your immune system will help ensure your immune system is functioning well should you be exposed to the COVID-19 virus. They will also help you face the stressors associated with the COVID-19 Pandemic over the coming months.

IAFF COVID-19 PPE Self-Monitoring Video



If the video does not launch, please click on this hyperlink

Web Address: <https://www.youtube.com/watch?v=R4pFZEuHyhY&feature=youtu.be>

Title: COVID 19: Self-Monitoring Preparation and Protection

10 Additional Ways to Strengthen Your Immune System

1. **Get adequate rest/sleep.** Sleep deprivation and stress overload increase the hormone cortisol, prolonged elevation of which suppresses immune function.
2. **Keep stress levels in check.** Incorporate active (playing sports, getting out in nature, walking the dog, exercise) and passive (meditation, practice gratitude, hobbies) ways to reduce stress and help to maintain perspective.
3. **Exercise regularly.** Regular physical activity can strengthen your immune system and help your body fight off infections and viruses. Aim for at least 30 minutes of physical activity at least three days a week.
4. **Avoid tobacco smoke.** It undermines basic immune defenses and raises the risk of bronchitis and pneumonia in everyone, and middle ear infections in kids.
5. **Drink less alcohol.** Excessive consumption impairs the immune system and increases vulnerability to lung infections.
6. **Eat real food. Not too much. Mostly plants.** Eat plenty of vegetables, fruits, nuts, and seeds, which will provide your body with the nutrients (vitamins and minerals) your immune system needs.
7. **Go for the garlic.** Garlic is a broad-spectrum antimicrobial agent and immune booster.
8. **Give your brain a break** (a few times every day). The constant stream of news related to COVID-19 through various forms of media can cause 'headline stress' for some folks. Limit the amount of time you listen to or watch the news and especially avoid doing so before going to sleep. You may consider putting a time limit on when and how often you consume the news.
9. **Probiotics.** The main role of our gastrointestinal (GI) tract (or gut) is as a barrier. Over 70% of our immune system is in the gut. While it is important to reduce/eliminate the source of the irritants (like alcohol, junk food, sources of stress, and dairy and grains for some) it is also important to help build up and replace probiotics lost.
10. **Vitamin D and C.** Plays an important role in immune function, healing, and helps maintain and improve teeth and bone strength. The two best ways to get vitamin D and C are by exposing your bare skin to sunlight (10 – 15 minutes) and by taking vitamin D and C supplements.

Communications

The Rider Ventures Ltd management team and the COVID-19 working group, are committed to providing ongoing updates and communications during the current COVID-19 pandemic. Rider Ventures Ltd will be the primary point of contact between the different working groups and divisions and your immediate supervisor will continue as the main point of contact for all other staff. Rider Ventures Ltd will work closely with EMBC, the Interior Health, and the First Nations Health Authority to keep all personnel informed and up to date.

Responsibilities

In addition to, and as a reminder of, the general duties and responsibilities of Rider Ventures Ltd and other Personnel responsibilities include:

- Ensuring the health and safety of all workers under their direct supervision;
- Ensuring all staff have appropriate and fitted PPE;
- Ensuring members are adequately trained to identify hazards and minimize the risk of exposure;
- Enforcing, upholding, and adhering to the policies of RV and the recommendations of this document;
- Send employees who are ill or displaying symptoms of illness home;
- Report all possible exposures;
- DO NOT report to work if you are ill or experiencing COVID-19 symptoms;
- Go home if you become sick or begin experiencing symptoms; and
- Follow the self-monitoring and self-isolation recommendations found in Appendix C.

Firefighter and administrative staff responsibilities include:

- Take all reasonable measures to protect their health and safety;
- Carry out their work in accordance with established safe work procedures;
- Wear appropriate PPE when required;
- Report any potential exposure to your supervisor;
- DO NOT report to work if you are ill or experiencing COVID-19 symptoms;
- Go home if you become sick or begin experiencing symptoms;
- Adhere to the policies of the department and follow the direction of their supervisor; and
- Follow the self-monitoring and self-isolation recommendations found in Appendix C.

Personal COVID-19 Kits in Vehicles/Helicopters/Boats/Medic Unit

All Rider Ventures Ltd personnel shall and maintain their own Personal COVID-19 Kit. Being personally responsible for these kits is intended to ensure their readiness and prevent the unintentional waste of PPE during the global COVID-19 pandemic.

- Surgical masks or N95 mask
- Nitrile gloves
- Safety glasses
- Appropriate gowns (Tychem coveralls) if required
- Tychem Booties if required
- Face shield (if applicable) if required

Provincial Health Order regarding First Responders April 1st, 2020

At 2149, March 31st, John Talton, Chief Medical Officer, BCEHS and Dariene Mackinnon, Chief operating Officer, BCEHS that effective immediately, the Provincial Health officer has issues an order restricting the dispatching of First Responder Groups during the COVID-19 Pandemic. The notification includes direction regarding compression only CPR and Defibrillation as necessary with no oxygenation or airway management until paramedics arrive. The order is intended to minimize the risk to first responders, patients and the broader community.

PPE and Decontamination Protocol for Medical Aid Responses / Firefighters

- Minimum PPE for Rider Ventures Ltd personnel is, any mask issued, surgical masks (N95 if applicable), safety glasses and nitrile gloves;
- Full PPE for medical responses where COVID-19 and/or other infectious disease is suspected, must be a N95 respirator, safety glasses with eye shield or goggles, nitrile gloves, Tyvek/Tychem coveralls or gown and Tyvek/Tychem/ booties;
- If PPE was not exposed to a potential COVID-19 patient and/or otherwise compromised, then it may be repackaged into an individual members Personal COVID-19 Kit. If any doubt exists, LFD personnel must err on the side of caution and dispose of all questionable PPE;
- Driver/Operators must establish a temporary isolation area and set up disposal and decontamination supplies before personnel exit the Hot-Zone to doff their PPE;
- After the patient is in care of BCAS paramedics and RV assistance is no longer required, personnel involved in direct patient treatment must temporally isolate while they systematically doff their PPE and decontaminate.
- Exposed, potentially exposed, soiled, or damaged PPE must be systematically doffed, bagged and left with BCAS paramedics if possible;
- If it is not convenient for BCAS paramedics to dispose of used PPE, then it must be bagged and transported back to the fire station in an outside cabinet; and
- Upon return to the station all contaminated PPE must be immediately and carefully deposited into the dumpster. Contaminated PPE is not to be disposed of in garbage containers located to designated area.

IAFF COVID-19 PPE Donning and Doffing Video



If the video does not launch, please click on this hyperlink

Web Address: <https://youtu.be/qjCe4qk3Fjs>

Title: COVID-19: Donning and Doffing

Staffing Considerations

The information available at this time indicates that Rider Ventures Ltd may experience staffing vacancies and service level disruptions during the pandemic. Some proactive and preventative measures are being implemented immediately in an effort to minimize these impacts; however, planning is required to address potential future disruptions.

Administration

All administrative functions of Rider Ventures Ltd are continuing at this time. As the situation changes, some functions may be performed remotely in accordance with all departments Business Continuity Plan. Staff will be updated regarding any changes as they occur.

Emergency Management

The Emergency Management Division is terribly busy at this time coordinating efforts and assisting with planning for all departments and staff. Business Continuity Plans are in place should the need for remote access/work be required. An Emergency Operations Centre has been established to assist with accomplishing this, which is located at the Rider Ventures Ltd, office.

Public Education and Community Events

Currently all public education programs are suspended (no exceptions). Except Online training.

Policy and Guideline Summary

In closing, we would like to acknowledge this is a unique time in the history of our Community. The policies and guidelines developed in response to this pandemic were done through careful consideration, consultation, and collaboration with the guiding principle of preventing the rapid spread of this disease through our organizations and protecting the health of those who provide such a valuable service to the members of Rider Ventures Ltd.

The following policies and guidelines will remain in effect until further notice:

Social Distancing

- Maintain social distancing during shift change to minimize contact between groups
- DO NOT handle other members clothing
- Avoid overcrowding when eating

Protecting Personnel and Staff

- Temporary suspension of public events
- No public access to any building, unless authorized to do so.

Responsibilities - Supervisor

Officer responsibilities include:

- Ensuring the health and safety of all workers under their direct supervision
- Ensuring all staff have appropriate and fitted PPE
- Ensuring members are adequately trained to identify hazards and minimize the risk of exposure
- Enforcing, upholding, and adhering to the policies of the department and the recommendations of this document
- Send employees who are ill or displaying symptoms of illness home
- Report all possible exposures to Administration. Follow the Self Monitoring, Self Isolation, and Isolation recommendations **Appendix F**. Contact 811 for Covid-19 information.

Responsibilities - Employee

All employees will:

- Take all reasonable measures to protect their health and safety
- Carry out their work in accordance with established safe work procedures
- Wear appropriate PPE when required
- Adhere to the policies of RV and follow the direction of their supervisor
- DO NOT report to work if you are ill or experiencing symptoms
- Go home if you become sick or begin experiencing symptoms
- Adhere to the policies of your department and follow the direction of their supervisor
- Follow the Self Monitoring, Self Isolation, and Isolation recommendations **Appendix F**
- Follow decontamination procedures in **Appendix B**

Appendix A - Resource Directory

- Registered nurses at Health Link BC 24 hours a day –Call 8-1-1
- Information on provincial health services - <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/pandemic-influenza>
- Frequently Asked Questions on public health, for members of the public and public health professionals– <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/about-public-health>
- Information related to the health sector response to pandemic influenza, including BC Pandemic Preparedness and Planning Materials - <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/pandemic-influenza>
- Pandemic Influenza Preparedness and Response plan, prepared by BC Pandemic Influenza Advisory Committee (BCPIAC), which reports to the Provincial Health Officer (PHO) through the BC Center for Disease Control (BCCDC) – http://www.bccdc.ca/resource-gallery/Documents/Epid_Guidelines_PandemicPlan_20090609.pdf
- Provincial government’s strategy for cross-ministry coordination internal and external communications and provincial government business continuity in response to public health events that are pandemic in nature - <https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/provincial-emergency-planning/pandemic-provincial-coordination-plan.pdf>
- Information on managing severe secondary consequences of pandemic influenza in BC, tripartite agreement between the Ministry of Health and EMBC - <https://www.crd.bc.ca/docs/default-source/emergency-pdf/bc-pandemic-influenza-consequence-management-plan.pdf>
- Links to 5 regional health authorities - <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/partners/health-authorities/regional-health-authorities>
- Information on coordinated highly specialized health services, including links to a number of provincial agencies and services - <https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/partners/health-authorities/provincial-health-services-authority>
- Province’s Crisis Communications Strategy for Major Provincial Emergencies – <https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/provincial-emergency-planning/public-information-annex.pdf>
- Information from Emergency Management BC on personal preparedness– <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc>
- <https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html>

Appendix B – Biohazard Decon Gear Procedure

DOFFING Biohazardous Gear

Caregivers will doff the PPE in the following steps, according to observer's instructions:

1. Relocate to edge of warm zone exclusion (see note below)
2. Prepare a biohazard bag
3. Remove goggles by grabbing the sides and rotating over head towards back. Place in Ziplock bag, seal and Decon upon return to the station.
4. Pull hood back from head and remove suit hood
5. Unzip the suit
6. Peel suit inside-out, rolling it down to the feet
7. Remove booties, rolling them out of station boots
8. Remove latex gloves with "glove-in-glove" technique
9. Wipe hands using the Oxivir Tb wipes and followed by hand sanitizer
10. Put on a new pair of latex gloves
11. Remove mask and put in biohazard bag
12. Wipe down face and neck using Oxivir Tb wipes
13. Roll up all items to be disposed, bag it in red biohazard bag and seal it. This should go with BCAS for disposal. If this is not possible, bag should be placed outside the cab, in the trash-line bin, for transport to the station
14. Remove latex gloves with "glove-in-glove" technique and put into outside trash line bin. Upon return to station, REMOVE bag and put into dumpster outside of station utilizing gloves.

Decon Equipment: Wearing Disposable Gloves, wipe down all equipment (wipes and/or soap/water) PRIOR to reloading into engine. Dispose of gloves, paper towels and wipes in garbage bag and store in trash line bin until returned to the hall where it will be disposed of in outside dumpster.

Possible gear requiring Decon:

- a. Oxygen cylinder
- b. AED
- c. Air Management and Trauma Cases

***NOTE:** The doffing area is dependent on the call type and amount of contamination. Officers can use discretion in determining where to doff gear. For example, a nursing home where contamination through cough droplets may have occurred. In this case, doffing could be performed in the hallway outside the room of patient, rather than outside the building.

If members are grossly contaminated, they could be removed from the building all together and deconned outside, then doffing gear.

In a residential house Doffing just outside front entryway in fresh air away from railings etc. would be satisfactory. In all cases, excluded members should maintain distance from contaminated responders in PPE until they have completely doffed gear.

Appendix C - DONNING AND DOFFING Supplemental Information




Coronavirus COVID-19

BC Centre for Disease Control | BC Ministry of Health




The 5 steps to Don (put on) Personal protective equipment (PPE)

1 Hand hygiene




Clean all surfaces of hands and wrists

2 Gown




Cover torso and wrap around back, fasten in back of neck and waist

3 Surgical/procedure mask



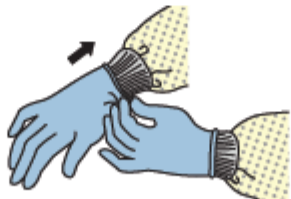
Secure ties at middle of head and neck, fit nose band to your nose and pull bottom down to completely cover chin

4 Eye protection



Place goggles or face shield over face and eyes and adjust to fit

5 Gloves



Extend to cover wrist of gown



Ministry of Health



BC Centre for Disease Control

If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.





Coronavirus COVID-19

BC Centre for Disease Control | BC Ministry of Health



The 6 steps to Doff (take off) Personal protective equipment (PPE)

1 Gloves



Remember, the outside of gloves are contaminated. Grasp palm area of one gloved hand and peel off first glove. Slide fingers of hand under other glove at wrist and peel off. Discard in regular waste.

2 Gown



Unfasten ties, pull gown away from neck and shoulders, touching ONLY the inside of the gown. Turn gown inside out and roll into a bundle. Discard in regular garbage.

3 Hand hygiene



Clean all surfaces of hands and wrists

4 Goggles or face shield



Do NOT touch the front of them. Discard in regular garbage or put in receptacle for reprocessing.

5 Surgical/procedure mask



Grasp ties or elastics at back and remove WITHOUT touching the front. Discard in regular garbage.

6 Exit room/Hand hygiene



Clean all surfaces of hands and wrists and exit room

IF AT ANY TIME DURING THIS PROCESS YOU BECOME CONCERNED THAT YOU MAY HAVE CONTAMINATED YOUR HANDS, STOP AND DO HAND HYGIENE AN ADDITIONAL TIME



Ministry of Health



BC Centre for Disease Control

If you have fever, a new cough, or are having difficulty breathing, call 8-1-1.



Appendix D - CLEANING AND DISINFECTING PROCEDURES

GYM EQUIPMENT, APPARATUS, HARD SURFACES

When cleaning and disinfecting hard surfaces and frequent contact areas on apparatus, it is imperative that members follow the manufacturer's recommendations and directions for use.

Medical gloves are NOT to be used for hall cleaning; they are to be utilized exclusively for PPE while providing medical aid.

Industrial grade disposable gloves (Grease Monkey) have been provided at all stations for performing enhanced hall cleaning. This will help to ensure an adequate supply of medical grade PPE gloves for our members moving forward.

Accel Prevention Spray *not to be used for hall cleaning – For cleaning boots after med aid calls	Requires surfaces to remain wet for three minutes to ensure disinfection. Area should be wiped clean following the contact period with a clean cloth or paper towel.
Benefect *for Oxygen use only	Requires contact period of 30 seconds to ensure disinfection
Isagel *for personal use	Place small amount in palm of hand, rub product into hands, including back of hands and in between fingers, allow to dry. Wash hands with soap and water every 8 - 10 applications
Bleach & Water Solution *for hall cleaning	1/3 Cup bleach to 1 gallon of water
Disinfex Hard Surface Cleaner – Gym and Multi Purpose	Spray on surface and leave for 5 minutes, wipe excess off with clean wipe
MetriCider 28 Cleaner – Vehicle/Helicopter/Boats	Spray on surface and leave for 5 minutes, wipe excess off with clean wipe or paper towel

Appendix - E CLEANING AND DISINFECTING PROCEDURES

PORTABLE RADIOS

Daily General Cleaning

For general cleaning, Motorola Solutions recommends mixing one tablespoon of mild dishwashing detergent to one gallon of water (0.5% solution) to clean the external surfaces of the radio. The solution should be applied sparingly with a stiff, non-metallic, short bristled brush, making sure excess detergent does not get entrapped near the connectors, controls or crevices. Do not submerge the radio in the detergent solution. Place the radio under a faucet for rinsing. The radio should then be dried thoroughly with a soft, lint free cloth.

Alcohol

An alternative cleaning method is to wipe the housing plastic down with over-the-counter isopropyl alcohol (rubbing alcohol) with no more than 90% isopropyl alcohol concentration. When cleaning with isopropyl alcohol, the alcohol should never be applied directly to the radio. It should be applied to a rag first, then the radio can be wiped down by the rag. Avoid rubbing label or adhesive areas with the alcohol-soaked rag.

Decontamination

If there is a risk that the radio and attached accessories may have been exposed to harmful pathogens or carcinogens, the following cleaners have been approved for use on APX series portable radios. For maximum efficacy, it is recommended that the contaminated radio first receive a “general cleaning” as detailed above. Then:

- Utilize Clorox Disinfecting wipes to remove any pathogens

IMPORTANT: Motorola Solutions, Inc. is unable to, and did not, determine whether any particular cleaning product is effective in removing specific foreign substances (including viruses) from the radio. However, the above cleaners and processes have been approved for use by Motorola Solutions, Inc. related to their less degrading effect on the physical radio. Please consult the chemical manufacturer’s documentation for specifics on cleaning product efficacy with regards to foreign substances (such as viruses).

Note: We do not recommend cleaning with chlorine-based solvents, as they may deteriorate the plating used to protect the exposed metal chassis.

Appendix F - SELF-MONITORING, SELF-ISOLATION, ISOLATION

KNOW THE DIFFERENCE: SELF-MONITORING, SELF-ISOLATION, AND ISOLATION FOR COVID-19

SYMPTOMS OF COVID-19

FEVER

COUGH

DIFFICULTY BREATHING

SELF-MONITORING	SELF-ISOLATION	ISOLATION
<p> You have:</p> <ul style="list-style-type: none"> no symptoms <p>AND</p> <ul style="list-style-type: none"> a history of possible exposure to the novel coronavirus that causes COVID-19, in the last 14 days 	<p>You have:</p> <ul style="list-style-type: none"> no symptoms <p>AND</p> <ul style="list-style-type: none"> a history of possible exposure to the novel coronavirus due to travel outside of Canada or close contact with a person diagnosed with COVID-19 	<p>You have:</p> <ul style="list-style-type: none"> symptoms, even if mild <p>AND</p> <ul style="list-style-type: none"> you have been diagnosed with COVID-19 or are waiting for the results of a lab test for COVID-19
<p> SELF-MONITOR means to:</p> <ul style="list-style-type: none"> monitor yourself for 14 days for one or more symptoms of COVID-19 go about your day but avoid crowded places and increase your personal space from others, whenever possible 	<p>SELF-ISOLATE means to:</p> <ul style="list-style-type: none"> stay at home and monitor yourself for symptoms, even if mild, for 14 days avoid contact with other people to help prevent the spread of disease in your home and in your community in the event you become symptomatic 	<p>To be ISOLATED means to:</p> <ul style="list-style-type: none"> stay at home until your Public Health Authority advises you that you are no longer at risk of spreading the virus to others avoid contact with other people to help prevent the spread of disease in your home and in your community, particularly people at high risk of severe illness outcomes such as older adults or medically vulnerable people
<p> You need to self-monitor if:</p> <ul style="list-style-type: none"> you have reason to believe you have been exposed to a person with COVID-19 <p>OR</p> <p> you are in close contact with older adults or medically vulnerable people</p> <p>OR</p> <ul style="list-style-type: none"> you have been advised to self-monitor for any other reason by your Public Health Authority 	<p>Self-isolate if:</p> <ul style="list-style-type: none"> you have travelled outside of Canada within the last 14 days <p>OR</p> <ul style="list-style-type: none"> your Public Health Authority has identified you as a close contact of someone diagnosed with COVID-19 	<p>You need to isolate if:</p> <ul style="list-style-type: none"> you have been diagnosed with COVID-19 <p>OR</p> <ul style="list-style-type: none"> you are waiting to hear the results of a laboratory test for COVID-19 <p>OR</p> <ul style="list-style-type: none"> you have been advised to isolate at home for any other reason by your Public Health Authority
<p> If you develop symptoms, isolate yourself from others immediately and contact your Public Health Authority as soon as possible</p>	<p>If you develop symptoms, even if mild, stay home, avoid other people and contact your Public Health Authority as soon as possible</p>	<p>If your symptoms get worse, immediately contact your healthcare provider or Public Health Authority and follow their instructions</p>

WE CAN ALL DO OUR PART IN PREVENTING THE SPREAD OF COVID-19. FOR MORE INFORMATION:

1-833-784-4397
 canada.ca/coronavirus
phac.info.aspc@canada.ca



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COVID-19 HEALTH AND SAFETY PROTOCOLS

November 30, 2020

The following are hygiene protocols for the prevention of COVID-19 in our workspaces.

- Wash hands with soap and water before, during, and after work. Follow the 20-second rule when washing. Additionally, hand sanitizer is available in all our trucks and office spaces.
- If you cough or sneeze use a tissue or into your bended elbow, then wash or sanitize your hands immediately afterwards.
- No shaking hands, hugging, or touching.
- At start-of-shift wipe down trucks with sanitizer wipes and 20-1 bleach mixture. After you enter or exit trucks wipe down door handles. At end-of-shift wipe down trucks with supplied Metri-Cide 28 or 20-1 bleach mixture.
- While vehicle/helicopter/boat/plane is in motion wear mask, gloves, safety glasses and open windows at least 4 to 6 inches for ventilation.
- No food or drinks allowed while crews are in transport.
- At Tailgate Meetings stand 2 meters apart from co-workers and wear latex gloves and masks.
- No common use of pens or equipment – use your own tools with supplied latex medical gloves. After using equipment wipe down with supplied cleaning supplies. At end-of-shift, wipe down equipment with supplied Metri-Cide 28 or 20-1 bleach mixture.
- If you are at work and feel sick advise your supervisor immediately. Depending on your level of illness we may provide a vehicle for you to leave the worksite or contact an ambulance. If you are in a hotel and feel sick, you will be quarantined until medical assistance arrives.
- After shift, wash your clothes and shower to prevent bacteria/germs from transferring to your home and family.
- For your own recommendations – take Vitamin C, eat healthy and get plenty of rest.
- If you do not feel well stay home – DO NOT come to work. Call your Supervisor to let them know you are ill.
- Employers should have hand washing facilities or sanitizing stations available to workers as they enter and exit the vehicle/helicopters/boat/plane.
- Employers must ensure that high contact surfaces within the vehicle/helicopter/boat/plane are routinely cleaned. These include seatbelts, headrests, door handles, steering wheels, and hand holds.

Thank you for your cooperation while we navigate through these extraordinary times with everyone's health and safety at the utmost importance. Respect everyone and their space!!!