

<b>COVID-19 WORKPLACE HEALTH AND SAFETY PLAN</b> <b>HUPACASATH COMMUNITY GARDEN WORKPLACE</b>		
<b>EFFECTIVE DATE:</b>  June 1, 2020	<b>CREATED WITH GARDEN CREW SUPERVISOR LEAD HAND AND COMMUNITY NURSE ON:</b>  June 25, 2020	<b>PAGES:</b> 10 Appendices 9 pages.

**PURPOSE**

The health and safety and well being of all workers and others is a priority for the Hupacasath First Nation. Given that COVID-19 is likely to remain a risk for some time, this plan sets out a comprehensive approach to ensuring the health and safety of all workers and others in Hupacasath workplaces in compliance with COVID-19 health and safety requirements.

Along with the with the Hupacasath COVID-19 Policy, this plan addresses workplace obligations and measures in place to prevent the spread of COVID-19.

**WORKPLACE RISKS**

A ‘risk’ is the chance of injury or occupational disease occurring. A Risk Assessment is the process of analyzing:

- The chance of the occupational disease occurring.
- Identifying who is at risk of exposure.
- The degree of risk due to work performed and the workplace location.

**Signs and Symptoms**

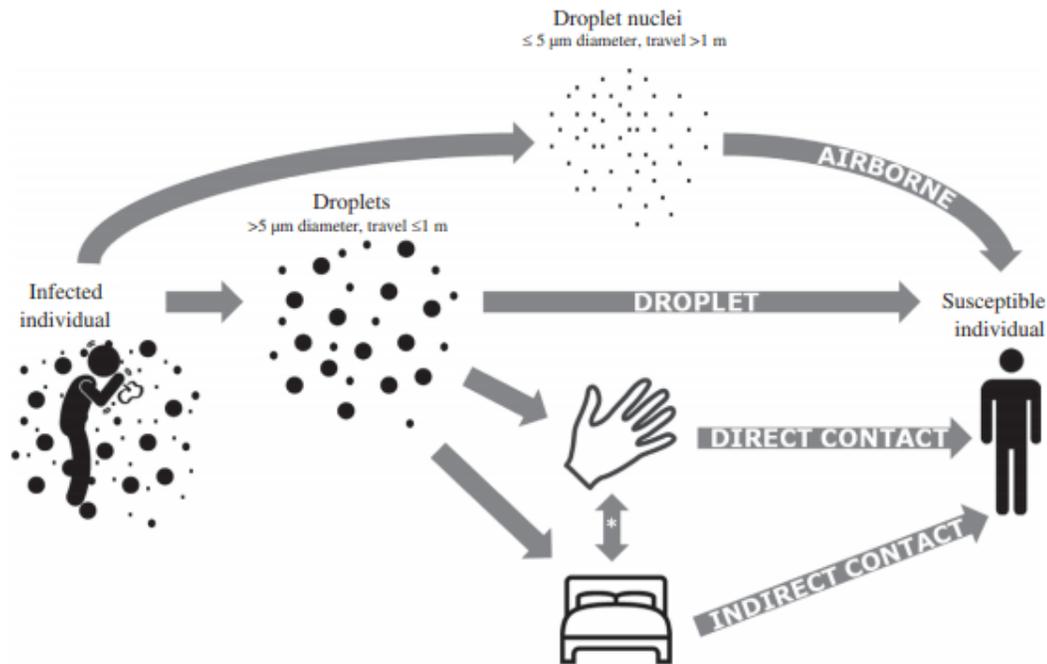
COVID-19 is a new strain of Coronavirus that is easily spread between humans.

The symptoms of COVID-19 are similar to other respiratory illnesses such as the flu and common cold and include:

- Cough
- Sneezing
- Fever
- Muscle aches
- Sore throat
- Difficulty breathing

Symptoms may appear 2-14 days after exposure. These symptoms are usually mild and begin gradually.

There are two primary ways of transmitting COVID-19, each of which need to be controlled. Routes of transmission are through contact and droplet transmission.



\* Transmission routes involving a combination of hand & surface = indirect contact.

Transmission can be indirect or direct. Direct contact involves skin-to-skin contact. Indirect contact involves a worker touching a contaminated intermediate object such as a table, doorknob, telephone, or computer keyboard.

### **Droplet Transmission**

Droplets may be generated when an infected person coughs or sneezes. Droplets can travel a short distance through the air and can be deposited on surfaces or in the eyes, nose, or mouth.

### **Airborne Transmission**

Small droplets may travel more than 1 meter from sneezing or coughing.

Those infected may be most contagious when they are symptomatic. However, current data indicates that transmission is likely possible before people show symptoms (asymptomatic).

## Risk Assessment Table

Low Risk

Workers who typically have no contact with people infected with pandemic influenza

Moderate Risk

Workers who may be exposed to infected people from time to time in relatively large, well ventilated workspaces

High Risk

Workers who may have contact with infected patients or with infected people in small, poorly ventilated workspaces

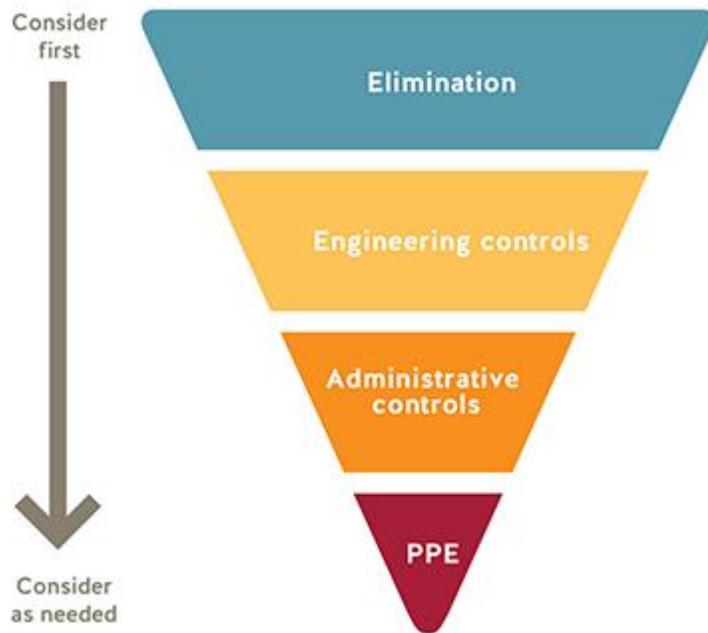
<i>Hand Hygiene</i>	Required- washing with soap and water	Required- washing with soap and water	Required- washing with soap and water
<i>Physical Distancing</i>	Required	Required	Required
<i>Social Etiquette</i>	Required	Required	Required
<i>Travel Restrictions</i>	Required	Required	Required
<i>Self-Monitor</i>	Required	Required	Required
<i>Cleaning Measures</i>	Required	Required	Required
<i>Pre-screen Clients</i>	Not required	Required	Required
<i>Disposable Gloves</i>	Not required	Not required	Required
<i>Masks</i>	Not required	Not required	Required

The degree of contact and risk varies depending on the nature of the work being performed and the workplace where it is being performed.

### CONTROLLING WORKPLACE RISKS

The following represents a level of controls for preventing COVID-19 risks:

that offer the highest level of protection and add additional protocols as required.



**First level of protection (elimination):** limiting the number of people in the workplace where possible by establishing occupancy limits, rescheduling work tasks, implementing work-from-home arrangements, or other similar means. Rearrange workspaces to ensure that workers are at least 2 m (6 ft) from co-workers, customers, and members of the public.

**Second level protection (engineering controls):** If works or others can't always maintain physical distancing, install [barriers](#) to separate people. Examples include barriers such as plexiglass and shields, and where possible, use of alternative workplace business delivery methods such as telephone, video conference and Zoom.

**Third level protection (administrative controls):** Establish rules and guidelines, such as cleaning protocols, telling workers to not share tools, or implementing one-way doors or walkways.

**Fourth level protection (PPE):** If the first three levels of protection aren't enough to control the risk, consider the use of [non-medical masks](#). Be aware of the limitation of non-medical masks to protect the wearer from respiratory droplets. Ensure workers are [using masks appropriately](#).

## **ANALYSIS OF WORKPLACE RISKS AND CONTROLS FOR ADDRESSING RISKS**

### **1. INTERACTIONS WITH OTHERS IN PERFORMING WORK**

#### **IDENTIFIED RISKS:**

The risk of exposure to COVID-19 increases with the number of interactions with people from outside the regular workforce i.e. the community as well as the public.

The following work areas have been identified as high-risk for exposure from others in the course of the gardening work and delivery of produce to community members:

- Travel with coworkers when delivering produce.
- Interactions with coworkers when working in the garden.

#### **CONTROLS:**

The following controls will be put in place to address the identified risks:

- Limiting the number of workers traveling in work vehicles to a maximum of two at any given time to ensure safe distancing within the vehicle.
- Using the grey mini van for produce delivery as it allows for safe distancing.
- Where possible, limiting the length of any travel in vehicles where workers travel together to 10 minutes to ensure fresh air is circulated.
- Where it is not possible to social distance, wearing masks, and changing masks if used for more than 10 minutes.
- Delivering produce by no contact drop off or pick up methods to eliminate interaction.
- Workers continuing to follow health directives to keep the social circles small and outside contact interactions limited.
- All workers will be responsible for self-screening, and if symptomatic, required to follow isolation and safe return to work protocols, as outlined in the diagram in the Workplace Safety Plan appendices.
- The worksite supervisor will be responsible for monitoring any symptoms of illness displayed by workers and others in worksites.

- All workers will be monitored by the worksite supervisor for compliance. and in the event of a breach may be subject to discipline, including being sent home without pay, or being asked to leave the workplace until compliant.
- Signs will be put up at the front entrance to the garden advising that admission to the garden and production area is limited to authorized personnel.

### **2. HIGH TOUCH WORKPLACE SURFACES**

#### **IDENTIFIED RISKS:**

COVID-19 can spread through contact with contaminated surfaces. There is currently little hard data on the stability of COVID-19 on surfaces. Available data suggests that the stability of the virus on surfaces depends on several factors including relative temperature, humidity, and surface type.

Since COVID-19 spreads when contact is made with a contaminated surface, followed by touching one's eyes, nose or mouth, it is critical that high touch surfaces in the workplace be disinfected, and proper hygiene, including frequent washing of hands occurs.

The following surfaces have been identified as high touch areas in the garden and produce workplace and therefore potential high-risk surfaces:

- Workplace vehicles, equipment, and tools.
- Kitchen
- Wash basins and tables.
- Bathroom.
- Gates.

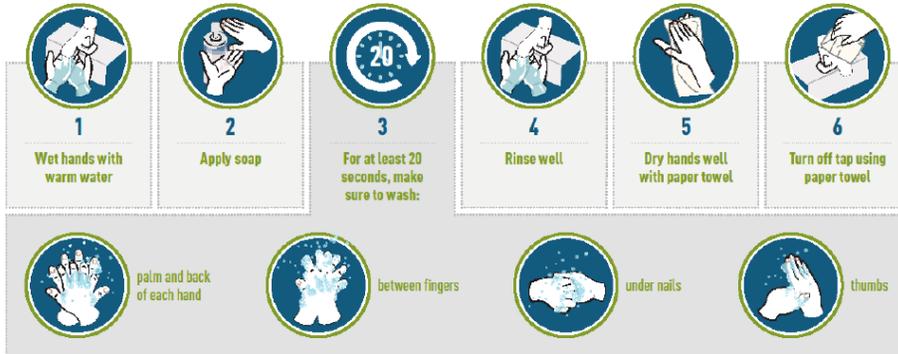
#### **CONTROLS:**

The following controls have been put in place in to minimize the identified risks from high touch surfaces:

- Frequently cleaning/disinfecting work surfaces, including vehicles and work equipment and tools.
- Daily cleaning of kitchen surfaces and bathroom.

- Disinfecting the outside gates by using a disinfecting spray.
- Workers wear designated clothes for work and frequently wash the clothes.
- Ensuring that no cleaning products are left in the van.
- Using personal protective equipment such as gloves when workers are unable to disinfect shared tools. See the Personal Protective Equipment (PPE) and COVID-19 health and safety attached in the Workplace Safety Plan Appendices.
- Washing gloves and other equipment that cannot be dried daily and hanging in the sun to dry.
- Ensuring that gloves are not used for more than 20 minutes at a time.
- Ensuring that when changing gloves hands are washed prior to putting on new gloves.
- Making use of various outdoor taps and outdoor washing stations to frequently wash hands based on the recommended methods below.

### REDUCE THE SPREAD OF COVID-19. WASH YOUR HANDS.



1-833-784-4397

canada.ca/coronavirus

### 3. SAFE DELIVERY PROCESS FOR COMMUNITY MEMBERS ON RESERVE

#### IDENTIFIED RISKS:

Ensuring access to fresh and nutritious produce is a priority for ensuring the health and well being of the Hupacasath First Nation community. At the same

time, the Hupacasath First Nation is committed to protecting workers and community members from exposure to COVID-19 during produce distribution.

Because of the safeguards in place around handling the produce and the fact that unlike store bought produce, produce from the Hupacasath garden is not handled by a large number of people, the produce itself does not pose a COVID-19 risk. The primary risk is contact between individuals during produce delivery and with surfaces involved in preparation for distribution.

### **CONTROLS:**

The following processes are in place to address the identified risks:

#### **Preparation of the Produce for Delivery**

- Produce is put in individual bags for community members; separating certain produce such as garlic from other produce, to prevent cross-contamination, including for members with food allergies.
- Frequent bleaching of the bins that the produce is placed in after it is picked.
- Ensuring all workers wear gloves when handling the produce, and that the gloves are disinfected with hand sanitizer.
- Ensuring that produce distribution containers are loaded into the vans by two workers maintain safe distancing.
- Ensuring that the produce is delivered in a vehicle that allows for appropriate distancing by workers.
- Delivering produce without contact by leaving it on the doorsteps of community members.

#### **4. SAFE DELIVERY PROCESS FOR DELIVERY OF PRODUCE FOR OFF-RESERVE MEMBERS**

- The above preparation process will be followed.
- Distribution of produce will occur for community members living off reserve as it becomes available.
- Notice of availability of produce for community members living off reserve will be placed on the Hupacasath Community Facebook page.

- Produce will be delivered without contact by placing it on a table in front of the Youth Centre for pickup by community members or their families.

### 5. COVID-19 TRAINING AND COMPLIANCE

#### IDENTIFIED RISKS:

Lack of awareness, or disregard for COVID-19 control measures in place increases potential risks for workplace outbreaks.

#### CONTROLS:

The following controls will be put in place to increase awareness and compliance:

- The COVID-19 policy and Safety Plan will be reviewed with all workers and others who work in the garden and distribute produce to the community.
- The worksite supervisor will be trained in compliance measures.
- All workers and others will be trained in best practices for cleaning and sanitizing workplace.
- All workers and others will be encouraged to identify any risks in the work being performed and bring them to the attention of the worksite supervisor.
- The Hupacasath COVID-19 Policy and this Safety Plan will be posted in the community garden and on the Hupacasath website.
- The Hupacasath COVID-19 Policy and Workplace Safety Plan will be reviewed and updated for evolving developments and best practices.

## APPENDICES

1. Self-Screening Checklist (1p)
2. Personal Protective Equipment (PPE) (1p)
3. COVID-19 health and safety selecting and using masks (2p)
4. COVID-19 health and safety cleaning and disinfecting (3p).
5. Decontamination Schedule (1p).
6. Employee Screening, Isolation and Returning to the Workplace Protocol (1p).