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 Mailing Address: PO Box 5350 Stn Terminal, Vancouver BC, V6B 5L5
 Telephone 604 276-3100 Toll Free 1-888-621-7233 Fax 604 276-3247

The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

A revised version of the *Workers Compensation Act* took effect on April 6, 2020. The B.C. government's revisions aim to make the Act easier to read and understand, and to reorganize the numbering to make laws easier to find. The revisions make no changes to B.C.'s laws concerning workers' compensation, occupational health and safety, and employers' assessment premiums. Please be aware there may be a transitional period where correspondence from WorkSafeBC may include references to either the previous Act or the revised Act. For more information, visit www.worksafebc.com/WCA2019 or call the Prevention Information Line at 604.276.3100, or toll free within BC at 1.888.621.7233 (SAFE).

Inspection Report #202017814150A

Employer Name	Jobsite Inspected	Scope of Inspection
T N W THEATRE NORTHWEST SOCIETY	#36 - 556 North Nechako Road Prince George BC V2K 1A1	COVID-19 PHASE THREE

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Jun 18, 2020	Jun 18, 2020	Jun 24, 2020	Email

THERE ARE ZERO (0) ORDERS OR OTHER ITEMS OUTSTANDING

**ACTION MAY STILL BE NECESSARY TO ENSURE COMPLIANCE
PLEASE READ FULL REPORT**

INSPECTION NOTES

COVID-19 is an infectious disease that spreads primarily through contact with an infected person when they cough or sneeze or when a person touches a surface or object that has the virus on it and then touches their eyes, nose or mouth. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and muscle aches or headache, and may take up to 14 days to appear after exposure to COVID-19.

The purpose of this inspection is to review this employer's response to the current COVID-19 pandemic in relation to worker health and safety at this workplace.

Employers are required by section 21(2)(c) of the *Workers Compensation Act* to establish occupational health and safety policies and programs in accordance with the Occupational Health and Safety Regulation (OHSR). The Provincial Health Officer (PHO) has directed that, in accordance with this requirement, employers must have a COVID-19 Safety Plan to assess the risk of exposure at their workplace and implement measures to keep workers safe.

Developing a COVID-19 Safety Plan:

A COVID-19 Safety Plan must include policies, guidelines, and procedures to reduce the risk of COVID-19 transmission in the workplace. Employers must involve frontline workers, joint health and safety committees, and supervisors in identifying protocols for their workplace.

WorkSafeBC has created the following resources to assist with the development of this plan. Note, these resources can be found on www.worksafebc.com.

- A guide to reducing the risk of COVID-19 which outlines the following **six steps**:
 1. Identify where COVID exposure arises in your workplace and assess the risks,
 2. Implement control measures/protocols to reduce the risks, starting with the highest level of protection and moving down as appropriate,
 3. Develop policies that include your protocols,
 4. Develop communication plans and training on the policies,
 5. Monitor policy implementation and update policy as needed, and
 6. Assess and address risks related specifically to resuming operations.
- COVID-19 Safety Plan template that can be used to document the employer's Safety Plan.
- Industry-specific protocols can be reviewed to assess which are relevant to your industry. Note, guidance for additional sectors will be posted on www.worksafebc.com as they become available.
- Health and safety resources such as workplace posters, information on cleaning and hygiene practices, and guidance on the selection and use of masks.

In accordance with PHO order:

- This Safety Plan must be posted on the employer's website, if one exists, and at the employer's workplace.
- The employer is to provide a copy of the plan to a WorkSafeBC officer on request.

Currently the employer is only running a sewing day camp for youth and their COVID-19 plan included the following:

General facility considerations:

The employer has posted signage at the facility to clearly communicate their policies on who can be at the workplace, which includes following the guidance of the provincial health officer and the BC CDC around anyone who has had symptoms of COVID-19 in the last 10 days must rebook for a later time.

Facility owners and management must review expectations including roles and responsibilities with sport and user groups (provincial and local sports organization) to ensure safe use of spaces and adequate safety plans are in place. This should include

clear guidance on the use of park spaces and equipment, including cleaning, disinfecting and storage of publicly available sporting equipment and facilities.

Established and posted occupancy limits for the facility (patrons and staff) to accommodate physical distancing of 2 metres between individuals.

The employer has arranged areas so that standing and seating areas provide at least 2 metres of physical distancing to be maintained between people.

The employer has ensured physical distancing can be maintained between workers, participants and the public throughout the workplace including the front desk, where workers need to assist youth a mask is worn by the worker.

The employer has implemented hand hygiene policies and ensured they are communicated throughout the facility. Ensure handwashing or hand sanitizing stations are available throughout the facility.

Cleaning and disinfecting

The employer has developed a cleaning and disinfecting plan that includes high-touchpoint areas and surfaces including washrooms, sewing machine, tables, chairs, other activity equipment, as well as common switches, door handles. Youth are encouraged to bring their own tools for the camp.

The employer has developed and provided staff with training on cleaning plans and offer checklists outlining protocols and frequency.

The employer has also implemented a policy for personal protective equipment (e.g., mask, face shield, gloves and goggles, etc.) for workers.

The employer has controlled the use of equipment to one group of users at a time and clean and disinfect between use.

Staffing

The employer has clearly communicate policies to ensure workers understand who can be at the workplace, which includes following the guidance of the provincial health officer and the BC CDC around self-isolation:

- anyone who has had symptoms of COVID-19 in the last 10 days must self-isolate at home; symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat and new muscle aches or headache.
- anyone under the direction of the provincial health officer to self-isolate must follow those instructions.
- anyone who has arrived from outside of Canada, or who is a contact of a confirmed COVID-19 case, to self-isolate for 14 days and monitor for symptoms.

It is to be noted that:

- Workers in B.C. have the right to refuse unsafe work if they believe it presents an undue hazard. WorkSafeBC Guideline - G3.12 "Refusal of unsafe work" provides information about work refusals, including a flowchart illustrating the right to refuse process. Employers must immediately investigate reports of unsafe work and ensure that any necessary corrective action is taken without delay.
- Mental health is just as important as physical health and it is important to take measures to support mental well-being. Workers in the workplace may also be affected by the anxiety and uncertainty created by the COVID-19 situation. See Available Resources.

Available COVID-19 Resources:

WorkSafeBC:

- COVID-19 information and resources: <https://www.worksafebc.com/en/about-us/covid-19-updates>
- 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>

- Guide to reducing the risk of COVID-19:

<https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>

- COVID-19 Safety Plan: <https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en>

Government of BC:

- COVID-19 Orders, Notices & Guidance:

<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>

- Managing COVID-19 Stress, Anxiety & Depression:

<https://www2.gov.bc.ca/gov/content/health/managing-your-health/mental-health-substance-use/managing-covid-stress>

- BC's Restart Plan:

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>

Other:

- BC Centre for Disease Control: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>

- HealthLink BC: <https://www.healthlinkbc.ca/>

- Canadian Mental Health Association Stay Well in Uncertain Times: <https://cmha.bc.ca/covid-19/>

REFERENCES

In addition to any orders, or other items, and the information provided in the Inspection Notes section in this Inspection Report, the officer may discuss other health and safety issues with the employer arising out of the inspection. The information below sets out the health and safety requirements discussed with the employer, and unless otherwise noted, violations of these requirements were not observed.

Reference	Details Discussed
WCA21(1)(a) Every employer must ensure the health and safety of all workers working for that employer, and any other workers present at a workplace at which that employer's work is being carried out.	Reference for Employer

Employer #	Mailing Address	Classification Unit #	Operating Location
541479	UNIT 36 556 NECHAKO RD N PRINCE GEORGE BC V2K 1A1	761030	001

Lab Samples Taken	Direct Readings	Results Presented	Sampling Inspection(s)	Workers onsite during Inspection	Notice of Project Number
N	N	N		4	

Inspection Report Delivered To	Employer Representative Present During Inspection	Worker Representative Present During Inspection	Labour Organization & Local
Marnie Hamagami	Marnie Hamagami	Ferris Vasko	

WorkSafeBC Officer Conducting Inspection
Chelsea Wilson

*Inspection Time	*Travel Time
2.00 hrs	1.00 hrs

*The time recorded above reflects the inspection time and travel time associated with this inspection report and includes time spent on pre and post-inspection activities. Additional time may be added for subsequent activity.

Request a Review

Any employer, worker, owner, supplier, union, or a member of a deceased worker's family directly affected may, within 45 calendar days of the delivery date of this report, in writing, request the Review Division of WorkSafeBC to conduct a review of an order, or the non-issuance of an order, by contacting the Review Division. Employers requiring assistance may contact the Employers' Advisers Office at 1-800-925-2233.

To submit a request online, visit <https://www.worksafebc.com/en/review-appeal/submit-request>

WorkSafeBC values your feedback. To obtain that feedback, an external market research provider may be contacting you to complete a survey.