

## **WSBC Guide to reducing the risk of COVID-19:**

1. Assess the risk at your workplace
  - a. Employers must assess their workplaces in order to identify places where the risk of transmission is introduced. This process must involve frontline workers, supervisors, and joint health and safety committees and/or worker representatives. You should continue to assess the workplace after operations resume to ensure risks are identified and managed.
2. Implement measures to reduce the risk
  - a. Cleaning & Hygiene (hand wash facilities, policies for handwashing, common area cleaning schedules, remove tools that elevate transmission, provide training for cleaning & hygiene)
  - b. Maintain physical distancing (reduce # of workers (work-from-home), on required workers in enclosed areas, limit public access, maintain 2m distancing, monitor to ensure 2 m distancing)
  - c. Where physical distancing cannot be maintained (use hierarchy of control to manage)
3. Develop Policies
  - a. for public/visitor access
  - b. people/employees with symptoms or directed to isolate
  - c. plan for workers who become ill at work
  - d. working alone SWPs
  - e. WFH SWPs
4. Develop communication plans and training

You must ensure that everyone entering the workplace, including workers from other employers, knows how to keep themselves safe while at your workplace.

  - a. Make sure everyone is trained
  - b. Post signage (limits & hygiene requirements)
  - c. Adequate supervision of employees
5. Monitor workplace & update plans
  - a. Monitor to ensure plans work, modify as required
  - b. Ensure workers can raise safety concerns (JOHSC/worker representatives involvement)
6. Assess risks arising from resuming operations (risk due to)
  - a. Staff turnover, new workers, changing workers job tasks/roles
  - b. Time for workers to refresh skills
  - c. Has the operation changed how they operate (equipment/processes)
  - d. Equipment re-starting process that might introduce risks

Resolving Concerns: (follow process listed in OHSRG 3.12)

Workers have the right to refuse work if they believe it presents an undue hazard.