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| --- | --- |
| **LOGO** | **Contractors working directly with patrons at a [LG] facility during COVID-19**  Occupational Health and Safety considerations |

**Background - the role of prime contractors/owners, employers, and sub-contractors** – (from [WorkSafeBC COVID-19 website](https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-industry-information/construction))

Prime contractors and if one does not exist, owners, have specific responsibilities for health and safety and must ensure that the activities of employers, workers, sub-contractors and other parties at the workplace are coordinated. The prime contractor or owner is also required to do everything that is reasonably practicable to establish and maintain a system or process that will ensure the compliance with the Occupational Health and Safety Regulation and the Workers Compensation Act.

Employers and sub-contractors are responsible for ensuring the health and safety of workers by putting policies and procedures in place to keep workers healthy and safe, and providing workers with up-to-date instructions, training, and supervision on those policies and procedures.

Prime contractors or owners, employers, and sub-contractors must have a mechanism in place for workers to raise issues and concerns about COVID-19 exposure so that additional precautions and controls can be put in place where required.

**COVID-19 considerations (Contractor to initial boxes)**

Contractors must have established a system for:

* Reporting COVID-19 related symptoms
* Reporting unsafe acts or conditions
* Designating a health and safety worker representative who is responsible for communicating with [LG] and [Committee Name] Joint Health and Safety Committee or Worker Representative

Contractors must ensure they have been oriented to, understand and follow:

* [LG’s] *Patient Zero* requirements including who to contact to report a suspect, probable or confirmed case and what information must be provided.
* WorkSafe’s [employer requirements](https://www.worksafebc.com/en/about-us/covid-19-updates/health-and-safety/what-employers-should-do) related to COVID-1. See also “*As an employer, how do I fulfill my responsibility to ensure a healthy and safe workplace”* in [WorkSafeBC FAQs](https://www.worksafebc.com/en/about-us/covid-19-updates/health-and-safety/covid-19-faqs)

Contractor must confirm that it has established a system in place and has provided instruction and training on the following:

* [Symptoms](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms) and what to do if symptomatic, including the requirements to stay home when sick, contact their physician, 8-1-1 or use the BCCDC Self Assessment tool and follow [self-isolation](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation) requirements.
* [Prevention](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks) ([poster](http://www.bccdc.ca/Health-Info-Site/Documents/COVID19-Prevention.pdf))
  + [Handwashing](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/hand-washing), including:
    - How ([poster](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_Handwashing%20Poster_MD%20offices.pdf)) and [when](http://www.bccdc.ca/health-info/prevention-public-health/hand-hygiene) (scroll to *When to wash your hands*)
    - Not touching face, eyes, nose or mouth with unwashed hands
    - Covering mouth and nose with a disposable tissue or the crease of the elbow when one sneezes or coughs
    - No to share food, drinks, utensils, etc.
  + [Physical distancing](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/physical-distancing) ([poster](http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_PhysicalDistancingPoster.pdf))
  + [Masks](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/masks)
  + [Travel](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/travel)
  + [Cleaning and disinfecting](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/cleaning-and-disinfecting) ([poster](http://www.bccdc.ca/Health-Info-Site/Documents/CleaningDisinfecting_PublicSettings.pdf))
* WorkSafeBC [worker requirements](https://www.worksafebc.com/en/about-us/covid-19-updates/health-and-safety/what-workers-should-do) related to COVID-19, including:
  + Right to refuse unsafe work, see WorkSafeBC FAQs
* WorkSafeBC [requirements for a plan](https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation) to ensure risk of COVID-19 is minimized

Reviewed with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Contractor’s designate)

On behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Company name)

Reviewed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ([LG] representative)

Date reviewed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (YYYY/MM/DD)

Initialed and signed copy sent to [ ] and [ ]. Original kept with Department.