

Preamble: On April 8, 2022, B.C. employers shifted away from COVID-19 safety plans to communicable disease plans to reduce the risk from all communicable disease.

An effective plan includes **ongoing** measures to reduce the risk of communicable disease in the workplace, as well as **additional** measures to be implemented during times of elevated risk.

The measures outlined in the **LCC Communicable Disease Prevention Plan** follow **WorkSafeBC Communicable Disease Prevention: A guide for employers** (revised June 2021) on communicable disease prevention. They are also aligned with **BCCDC's Post-Secondary Health Guidance** (revised September 2, 2022), and the **ISSofBC COVID work environment protocols** (effective March 14, 2022).

Communicable disease prevention focuses on basic risk-reduction principles to lower the risk of workplace transmission of COVID-19 and other communicable diseases based on these fundamental components:

Ongoing measures

- A. Policies to support staff who have symptoms of communicable disease (e.g. fever or chills, coughing, diarrhea) so that they can avoid being in the workplace when sick.
 - 1. If falling ill while at work, LCC employees are required to notify their immediate supervisor, clean their workstation with a disinfecting wipe, make arrangements to be picked up if necessary, seek medical help and/or get tested for COVID-19 if symptoms point to it, and stay home until the symptoms disappear.
 - 2. Employees can work from home if able or claim sick days.
 - 3. Signs encouraging visitors, staff and students to wear masks as required and to stay home if they are unwell are posted visibly on site.

- B. Promoting hand hygiene by providing hand-hygiene facilities with appropriate supplies and reminding employees through policies and signage to wash their hands regularly.
 - 1. Signage on handwashing and covering coughs and sneezes posted in washrooms, lunchrooms, hallways, classrooms and offices.
 - 2. A hand sanitizing station is provided in the lobby and in the elevators.
 - 3. Soap dispensers and paper towel holders checked daily in washrooms.

- C. Maintaining a clean environment through routine cleaning processes.
 - 1. The cleaning schedule for the 6th floor: Mondays – Thursdays (night); Sundays (afternoon).
 - 2. Washrooms cleaned and disinfected daily at 1:15pm (Monday-Friday).
 - 3. Upon request, Building Management (333/369 Terminal Holdings Ltd.) provides cleaning any time during office hours.
 - 4. Cleaners have appropriate training and supplies to do the cleaning effectively and safely.

- D. Ensuring building ventilation is properly maintained and functioning as designed.
 - 1. Building Management (333/369 Terminal Holdings Ltd.) confirms that the building HVAC system meets ASHRAE standards.
 - 2. Filters replaced at least once a year or as needed.
 - 3. Filters replaced in April, 2022.

- E. Supporting vaccination for vaccine preventable conditions to the extent possible.
 - 1. Employees can take up to 3 hours of paid leave to be vaccinated against COVID-19. If necessary, they can take additional paid leave for an additional dose.
 - 2. Employees are entitled to this leave no matter how long they have been employed.
 - 3. Paid leave is retroactive to April 19, 2021.

Additional measures

- A. Implementing measures as directed by the Provincial Health Officer (PHO) or a Medical Health Officer to deal with communicable diseases in the workplace or region.
 - 1. Monitoring and review of information issued by regional and provincial health officers as well as B.C. Post-Secondary Institutions and the Ministry of Advanced Education and Skills Training conducted on a regular basis as information becomes available.
 - 2. Compliance with orders, guidance, notices, and recommendations issued by health officers.
 - i. As of March 11, 2022, and until further notice, mask wearing is no longer required but optional in classrooms, offices, hallways and elevators.
 - ii. As of February 22, 2022 regular occupancy limits resume.
 - 3. Reinstating LCC COVID-19 Safety Plan if necessary.

Appendix A-Sources:

<https://www.worksafebc.com/en/resources/health-safety/books-guides/communicable-disease-prevention-guide-employers?lang=en>

<https://www.worksafebc.com/en/covid-19/covid-19-prevention?origin=s&returnurl=https%3A%2F%2Fwww.worksafebc.com%2Fen%2Fsearch%23sort%3DRelevancy%26q%3Dcommunicable%2520disease%2520prevention%26f%3Alanguage-facet%3D%5BEnglish%5D&highlight=communicable%20disease%20prevention>

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/post-secondary>

http://www.bccdc.ca/Health-Info-Site/Documents/COVID_public_guidance/Public_Health_Guidance_Campus.pdf

ISSofBC Personnel Policies Manual (accessed on SharePoint November 15, 2022)

ISSofBC Post-Covid Work Environment Protocol Table (updated March 14, 2022)