COVID-19 Response Measures

Questions for Employers

**The following are questions to ask employers about their COVID-19 response measures.**

Directions, including [orders from the Provincial Health Officer](https://news.gov.bc.ca/releases/2020HLTH0102-000540) (PHO) and guidance to employers & businesses provided by the [BC Centre of Disease Control](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/employers-businesses), represent the minimum standard that employers must meet, to comply with their general duty obligation to ensure worker health and safety. Information about preventing workplace exposure to COVID-19 can be found on [WorkSafeBC.com](https://www.worksafebc.com/en/about-us/covid-19-updates/health-and-safety/what-workers-should-do).

1. How are you telling your workers about COVID-19 (i.e. exposure to COVID-19 in your workplace)?
2. Do you have a system in place where workers (including Joint Committee reps and worker reps) can inform you of concerns relating to being exposed to COVID-19 in the workplace? Are there any specific tasks that concern them (e.g. tasks that involve interacting with others)?

**Identifying exposure hazards and developing measures to control exposure**

1. What are you doing to prevent your workers from being exposed to COVID-19?
   * Have you done a walk-through of your workplace, to identify specific conditions or tasks that may increase the risk of exposure of your workers to COVID-19? (NOTE: infection by COVID-19 droplets occurs through the mouth, nose, and touch)
   * Have you asked your workers (including Joint Committee/worker rep) where potential exposures may occur and how they think exposures can be controlled?
2. Have you developed controls that will eliminate or minimize the risk of exposure?
   * What are those controls?
   * Have you put them in place?
   * How are they working (are they effective)?
   * How do you know how they are working?

**Controlling the number of people on site**

1. How are you controlling the number of workers and other people at your workplace?
   * Have you considered whether all your workers need to come to work, if they can work from home, or if you can stagger their shifts, to reduce the numbers present at one time (ensuring adequate cleaning between shifts)?
   * Have you considered reducing or suspending non-essential work at the workplace? (this will require determination of essential and non-essential work and where it can safely and productively be performed)
   * Have you considered whether some/all workers can work remotely (e.g. from home)
2. For those workers you have determined do need to come to the workplace, what are you doing to ensure the following steps are being taken to reduce their risk of COVID-19 exposure (this will be different for different workplaces):

* Position workers to allow for physical distancing (2 metres distance between workers and customers, clients, other workers for anything other than transient interactions)
* Provide soap and water or hand sanitizers (at least 70% alcohol) and encourage workers to wash their hands frequently
* Enhance cleaning and disinfecting of the workplace, particularly high contact items such as door handles, faucet handles, and keyboards.

1. How are you checking and tracking whether the above steps are being taken?

**Prohibition of workers who are sick and those returning from outside Canada**

1. What are you (your supervisors/managers) doing to prohibit the following workers from coming to work:

* Workers who are displaying symptoms, whether or not the illness has been confirmed as COVID-19.
* Workers that have travelled internationally, who must remain in quarantine, and stay away from the workplace for at least 14 days.
* Workers that have been exposed to a confirmed COVID-19 infected person and advised by 811 to self-isolate

1. How did you communicate this message to your managers, supervisors and workers?
2. What are you doing to track and communicate with workers who fall into one of those categories?
3. Have you considered preventing the following workers from coming to work:

* Workers who have a person in their home who is displaying symptoms, whether or not the illness has been confirmed as COVID-19.
* Workers who share a residence with a person that has been exposed to COVID-19.
* Workers who share a residence with a person who may have been exposed to COVID-19 by travelling outside Canada in the past 14-28 days. 14 days is the quarantine period for all travelers coming into Canada from any country.

1. What did you decide and why, in relation to question 11 above?
2. If you are preventing the workers who fall into the categories in question 11 above from coming to work, how did you communicate this message to your managers, supervisors and workers?
3. What are you doing to track and communicate with workers who fall into one of those categories?