



Guide Outfitters

Association of British Columbia

Wildlife First™

COVID-19:
BEST MANAGEMENT
PRACTICES FOR RESPONSIBLE
OUTFITTING OPERATIONS

British Columbia

June 2020

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INTRODUCTION

This document provides guidance for those outfitting businesses that wish to operate safely during and after the COVID-19 pandemic.

While fishing and hunting have been designated as essential services in British Columbia, the industry still needs to adhere to the orders and guidance provided by the Provincial government, **Fishing and Hunting COVID-19 Updates**¹. Please check <https://www2.gov.bc.ca/gov/content/sports-culture/recreation/fishing-hunting/fishing-and-hunting-covid-19-updates> for the latest orders and guidance for fishing and hunting.

Working through all sections of this document will enable outfitters to identify the risks in their operation, helping to guide their actions to prevent and control the transmission of COVID-19. Addressing the risks through the guidance in this document and the additional resources of the BC Centre for Disease Control (BCCDC) and WorkSafeBC (WCB) will assist outfitters in developing their protocol for workers and clients. For up to date information visit <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>.

The outfitting industry operates in a unique set of conditions. Compared to other tourism sectors, outfitters typically operate with high staff-client ratios (regulations require a maximum of two clients per guide), and so the staff/client ratio is often close to 1:1, when considering all staff involved in the operation. Furthermore:

- Most operations operate without a 'storefront', i.e. there is no general public access to the facilities and all clients are pre-booked.
- Interactions with the public is limited (groceries, airport pick-ups, etc.).

The outfitting industry also operates over a very wide range of conditions. For the purpose of this document, outfitters are generally considered to operate with one or two types of facilities:

1. Main Camp (not open to the general public):
 - Clients bring their own bedding/no laundry facilities for clients
 - Maximum of 20 clients
 - Eight to 20 staff
2. Spike Camps (not open to the general public):
 - Maximum overnight capacity of eight staff and guests

With over 200 outfitting operations in all areas of the province, it is critical that all outfitting operations in British Columbia (BC) align with COVID-19 orders, direction and safety protocols mandated by the Provincial Health Officer (PHO) and regional health authorities.

¹ <https://www2.gov.bc.ca/gov/content/sports-culture/recreation/fishing-hunting/fishing-and-hunting-covid-19-updates>

The provincial government has not mandated the temporary closure of outfitting operations in BC. However, business operators choosing to operate must take every health and safety precaution for the wellbeing of their employees and clients.

Employers are required to develop a COVID-19 Safety Plan that outlines the policies, guidelines, and procedures they have put in place to reduce the risk of COVID-19 transmission. Visit WorkSafeBC at <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation> for full details, resources, and guidance to help create a plan.

This COVID-19 safety plan identifies the actions that should be taken to reduce the number of social interactions between workers and clients, as well as nearby communities. Where physical distancing is not practical, wearing a mask, increasing hygiene practices and cleaning and disinfecting high touch point areas are very important. In circumstances where interactions are necessary, such as for grocery shopping, it will be important to maintain physical distancing and practice good hygiene. Designating employees to the same small working group for as long as practical will also reduce social interactions. Like a family unit, this working group will ensure close contact only occurs within a select small crew.

Five Principles for Every Situation²

Five Principles for Every Situation				
Personal Hygiene:	Stay Home If You Are Sick:	Environmental Hygiene:	Safe Social Distancing:	Physical Modification:
<ul style="list-style-type: none"> • Frequent handwashing • Cough or sneeze into your sleeve • Wear a non-medical mask • No handshaking 	<ul style="list-style-type: none"> • Routine daily screening • Anyone with any symptoms must stay away from others • Returning travellers must self-isolate 	<ul style="list-style-type: none"> • More frequent cleaning • Enhance surface sanitation in high touch areas • Touchless technology 	<ul style="list-style-type: none"> • Meet with small numbers of people • Maintain distance between you and people • Size of room: the bigger the better • Outdoor over indoor 	<ul style="list-style-type: none"> • Spacing within rooms or in transit • Room design • Plexiglass barriers • Movement of people within spaces

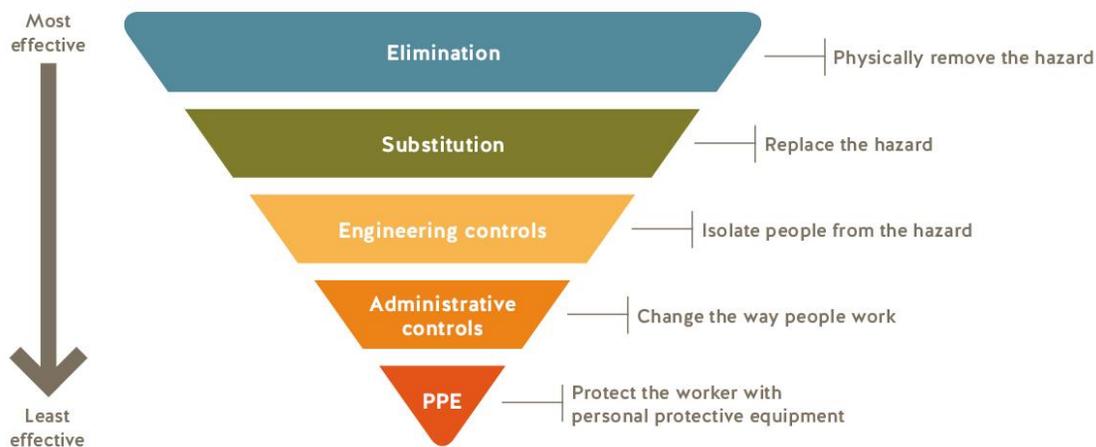
² B.C. Premier John Horgan announces strategy for easing public-health measures – May 6, 2020.
<https://www.youtube.com/watch?v=IHxyiLKh4IU>

The Hierarchy of Controls³

When considering how to reduce the risk, there is a certain order you should follow. This is called the hierarchy of controls. It is important to follow the hierarchy, as shown below, rather than start with the easiest control measures.

Note that while the controls are listed in order of effectiveness, all four types of controls should be considered. They often work best in combination. For example, first responders cannot eliminate risks by choosing not to enter a burning building, but they can use engineering controls, administrative controls, and personal protective equipment and clothing to minimize the risks when they enter that building.

Hierarchy of controls



Additional Resources:

- Risk-informed decision-making guidelines for workplaces and businesses during the COVID-19 pandemic: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/guidancedocuments/risk-informed-decision-making-workplaces-businesses-covid-19-pandemic.html>.
- WorkSafeBC provides an COVID-19 Safety Plan guide at: <https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en&origin=s&returnurl=https%3A%2F%2Fwww.worksafebc.com%2Fen%2Fsearch%23q%3DCovid%2520safety%2520plan%26sort%3Drelevancy%26f%3Alanguage-facet%3D%5BEnglish%5D>

Health and Safety Where We Live, Work and Play

The Guide Outfitters Association of British Columbia (GOABC) is committed to ensuring the health and safety of our members, clients, staff as well as every Canadian in the communities

³ <https://www.worksafebc.com/en/health-safety/create-manage/managing-risk/controlling-risks>

where we live, work and play. Our primary clientele are non-residents so the outfitting industry (as many other adventure tourism businesses), needs to demonstrate the highest standard of care. Implementing these Best Management Practices (BMPs) will reduce the risk of COVID-19 transmission within outfitting operations and provide confidence to the regulators when they are considering opening the Canada-United States border, when it is safe to do so.

As the COVID-19 situation continues to evolve, it is imperative that all BC outfitters implement the COVID-19 physical distancing, disinfection and other procedures outlined in this Best Management Practices document.

This is not a legal document and every outfitting operation must follow all Provincial Health Officer orders.

The Obligation of All Employers in British Columbia

All employers in BC are required by Provincial Health Order to create and post a COVID safety plan. WorkSafe's template can help guide employers:

<https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan>

The plan should include an element of continuous improvement (monitoring the controls put in place for efficacy).

Outfitters are to perform a review of their main and/or spike camp(s) and make whatever adjustments are required to the facilities and procedures to meet physical distancing and cleaning requirements. When considering how to reduce the risk, there is a certain order you should follow. WorkSafeBC refers to this as the hierarchy of controls. It is important to follow the hierarchy, as shown on page 3, rather than start with the easiest control measures.

Note that while the controls are listed in order of effectiveness, all four types of controls should be considered. They often work best in combination.⁴ Outfitters are encouraged to utilize this model throughout their facilities.

The Guide Outfitters Association of British Columbia is a nonprofit society that was established in 1966 to represent the guide outfitting industry to government, and advocate for science-based wildlife management. Currently, the industry directly employs approximately 2,500 people in rural communities and our industry generates over \$191 million in GDP annually.

Our vision is for a province with a strong and stable guide outfitting industry and abundant wildlife populations for all to enjoy, both today and in the future. As passionate advocates for wildlife, GOABC is the recognized voice of the guide outfitting family.

⁴ WorkSafeBC: The Hierarchy of Controls - <https://www.worksafebc.com/en/health-safety/create-manage/managing-risk/controlling-risks>

SECTION 1: DEFINITIONS

ATV (All-Terrain Vehicle) – A motorized off-highway vehicle designed to travel on four low-pressure or non-pneumatic tires, having a seat designed to be straddled by the operator and handlebars for steering control. Colloquially referred to as a “quad.”

Cleaning – The removal of germs, dirt, and impurities from surfaces. It does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Disinfecting – The use of chemicals, for example, Public Health Agency of Canada recommended disinfectants⁵, to kill bacteria and viruses on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

Excursion – For the purposes of this document, a relatively short journey or trip taken between camps and/or between camps and hunting and/or fishing locations.

Expedition – For the purposes of this document, the duration of stay and excursions the client undertakes with the outfitter. It is likely to include multiple trips in and amongst the outfitter’s hunting/fishing territory but does not include travel to and from the client’s home.

Main Camp – Typically represented by **one or more** of the following criteria:

- Generally located closer to developed areas
- Involves substantial improvements
- Requires primary services (e.g. utilities)
- Operates on a continuous (year-round) basis
- Requires considerable administrative attention (e.g. caretaker accommodation for maintenance and security of improvements)

Mountain House® – Individually packaged, freeze-dried meals that require the simple addition of water (and often heat) to have a meal. Suitable for on-the-go, or in times of emergency.

Personal Protective Equipment (PPE) – Specialized clothing or equipment worn by individuals for protection against infectious materials.

Sanitizing – Food grade sanitizers are used after cleaning to reduce the level of bacteria to a safe level when following the manufacturer’s instruction for concentration and contact time. Sanitizers are used on food contact surfaces. When sanitizers are used at the no-rinse concentration level it does not need to be rinsed off with clean potable water.

⁵ <https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>

Self-Quarantined Travel – Travel that is conducted from the client’s home country to the outfitter’s camp without engaging in any community contact. Travellers remain self-contained in their dedicated vehicle and/or aircraft, with no contact with individuals in the regions they pass through.

Spike Camp – Typically represented by one or more of the following criteria:

- Usually located in rural or remote areas
- Involving relatively minor/rustic or non-permanent improvements
- Operating on a one season basis (less than eight months)
- Requires moderate or minimal administrative attention

UTV (Utility Terrain Vehicle) – A motorized off-highway vehicle built and used more for work than recreation. Steered with a steering wheel, they are large, powerful, able to seat passengers side by side, and built with lots of storage space. Commonly used to haul equipment and supplies in locations that make using a truck impractical or impossible. Many have a cabin, and occupational restraints (seatbelts) are considered standard. Colloquially referred to as a “side-by-side.”

Working Groups – Outfitting operations often involve small groups of people working in close quarters for extended periods of time – during which there is very little if any interaction with the general public. For the purposes of this document, it is suggested that a Working Group be considered the equivalent of a family unit after an initial two weeks of physical distancing within the group. It is further assumed that these individuals are staying at camp and not returning to their own place of residence until the conclusion of the season. Controls will need to remain in place unless they are only interacting with each other.

SECTION 2: SELF-QUARANTINED TRAVEL

The outfitting industry is unique in that most activities take place in isolation by design, with no contact with nearby communities. Therefore, transitioning a client's entire experience to one that has no contact with communities is relatively straightforward. It is primarily a matter of engineering the safe movement of clients from their home county to and from the hunting or angling camp in an isolated manner. As an industry, we propose a Self-Quarantined Travel model.

Under this Self-Quarantined Travel model, one or a combination of three transportation methods would be acceptable:

- Clients fly their own aircraft
- Clients charter an aircraft
- Clients drive their own vehicle

Before traveling clients would be required to prepare an itinerary detailing how they will transit from home to camp and back again in a manner that will prevent contact with anyone outside of their aircraft/vehicle.

Their journey should be planned in such a way that:

- It can be safely completed in under 24 hours in British Columbia
- There are no stops in rural communities
- There are no non-essential stops
 - All gas purchases must be paid for at the pump or on-line.
 - All food, disinfecting wipes, alcohol-based hand sanitizer and masks must be onboard prior to departure from home country.
 - If a hotel stay is unavoidable, travelers must self-isolate in their room.
 - All washroom stops must conclude by wiping all surfaces touched with a single-use disinfectant cloth and washing hands with soap under warm running water for at least 20 seconds. If soap and water are not available, use alcohol-based sanitizer.
- If COVID-19 symptoms develop while in transit, they must stop, phone 8-1-1 and follow all directions.

Many outfitters already provide charter air service to their clients and are uniquely positioned to transition to an expanded service.

SECTION 3: STANDARD COVID-19 SAFETY PLAN COMMON TO ALL OPERATIONS

3.1 Employee Communication

Effective communication with employees is an important element of a good workplace. It assumes even greater significance in times of crisis. The current situation is constantly evolving, and employees must deal with multiple new personal and professional changes as a result.

Ensuring employees are kept informed, and fully understand, expectations around hygiene, company policies, safe work practices and protocols will not only ensure better compliance but will also go a long way in obtaining employee commitment. Furthermore, another aspect of good communication is encouraging and incorporating worker feedback into your program.

Face-to-face communication can take place if proper physical distancing measures are observed but other options for communications could also be utilized, such as emails, text messages, posters, and signs, etc.

3.2 Creating Employee Working Groups

There will be situations on a day-to-day basis where physical distancing between workers is not practical for extended periods of time (e.g. in a vehicle or an aircraft). Working Groups can be thought of like a family unit where close contact only occurs within a clearly defined group.

Remaining in the same Working Group for as long as practical can help reduce the risk of COVID-19 spreading to other clients, staff, and others in the operation. Working Groups will focus on physically distancing from clients.

Note: While this is a good practice to reduce risks, unless groups are exclusively together (no contact with others outside the work group), controls will still need to be in place between workers.

3.3 Employee Training

On the first day of work and on a regular basis after that, all employees should participate in a COVID-19 training and education session provided by the employer. Training and education must also be provided to all contractors, service providers, visitors, or other parties that enter the premises.

Training includes safety measures and procedures, physical distancing, proper hygiene practices, and monitoring and reporting illness.

Training will be offered by video or in-person and may include additional written materials. If training is done in person, ensure that people gather in small groups of five to ten, and that physical distancing of 2 metres (6 feet) between members is maintained.

3.4 Employee Responsibilities

Employees without symptoms of COVID-19 are currently free to work if they adhere to the following protocols:

1. **PRIORITY 1** – Wash their hands with soap and water for at least 20 seconds before and frequently during their shift, before eating or drinking, after touching shared items, after using the washroom, after touching common items, and at the end of shift. Remove jewelry while washing.
 - a. Always carry at least one pair of gloves with them, especially when working with clients. These are to be available any time in which they need to touch a surface that has not been cleaned, and cleaning is not possible at that time.
2. **PRIORITY 2** – Practice physical distancing – keep a minimum distance of at least 2 metres (6 feet) from staff and clients.
 - a. Where physical distancing is not practical (i.e. in a vehicle or aircraft) masks should be worn by all individuals. Always carry a mask.
3. **PRIORITY 3** – Inform their manager immediately if, during their shift, they feel any symptoms of COVID-19 such as fever, trouble breathing, dry cough, fatigue, sore throat and aches and pains.
4. Avoid touching eyes, nose, or mouth with unwashed hands or when wearing gloves.
5. Cover mouth and nose with a tissue when coughing or sneezing, then throw the tissue in the trash and wash hands, or sneeze/cough into elbow.
6. If soap and water are not available, use an approved alcohol-based hand sanitizer. Employers are encouraged to provide the supplies appropriate for the environment.
7. Clean and disinfect frequently-touched objects and workstation surfaces.
8. Stay informed. Information is changing frequently.
9. Disposable gloves will be provided, where appropriate.
10. **Client Interactions** – If a client has a question or feedback related to COVID-19, please encourage them to speak with the outfitter.

3.5 Client Communication

Businesses should develop standard communications that they can share with clients before and during their visit to the premises. This communication should include:

- A prescreening questionnaire to ensure the client is healthy before commencing their travel.
- A waiver to be signed by the client as part of the liability insurance (see Appendix A). Outfitters may also consider a COVID-19 waiver.
- An orientation message at first point of contact reconfirming their health and welcoming them to the premises.
- Specifics about current operating environment.

- Expectation of client adherence to the Best Management Practices.
- An overview of all the efforts that the outfitter is undertaking to ensure the client's health and safety.

This communication should be available on the company website and/or via pre-trip communication, as well as readily available on the premises.

Training for clients will take place in a two-step process, including a prescreening questionnaire and an on-site orientation.

Prescreening

This step will take place before the client commences their travel bound for the outfitting camp and/or retrieval point. Prescreening consists of a single document (See Appendix B) whereby the client makes a declaration that they are healthy and possess a facemask. This document is to be completed by the client and returned to the outfitter before travel begins.

If the client fails the questionnaire, they are to be advised that they will be denied access to camp and alternate expedition arrangements will need to be made with the outfitter.

Orientation

At the first point of in-person contact with clients, all must again self-declare their health status, and be given a COVID-19 orientation by the outfitter (or designate). The orientation will include an explanation of the safety measures and procedures, physical distancing, proper hygiene practices, and monitoring and reporting illness while in camp. (A suggested supporting document is provided in Appendix C.)

3.6 Welcome Message to Clients

Welcome to British Columbia. We want to deliver a safe and positive experience for our clients and staff. As we prepared for the 2020 season, we have carefully watched the progress of the COVID-19 pandemic. We have monitored closely the recommendations and precautionary measures of the World Health Organization, Health Canada, the BC Centre for Disease Control, and our Provincial Health Officer. With rigid protocols in place, your hunting or fishing expedition can continue, with minimized risk to both clients and employees.

We are committed to ongoing safety. As a result, several measures have been put in place to ensure that everyone will stay safe on your trip. Safety for all will rely on the full cooperation from the time you arrive until the time you leave. We have implemented multiple safety measures including:

- Ensuring staff health
- Practicing physical distancing
- Reducing the number of touch points
- Enhanced cleaning, disinfecting, and sanitizing

- Health and safety procedures

These safety measures require the cooperation of all clients through adherence to our policies and procedures. A full list of the COVID-19 measures we have implemented is provided on documents that are available on our website and/or by email and/or at our premises.

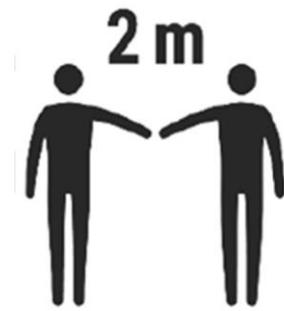
3.7 General Message to Clients

Following the recommendations of Public Health Agency of Canada, we encourage all hunters and anglers to wear a mask or some face covering whenever unable to maintain physical distance of 2 metres (6 feet). This will be required in vehicles and aircraft and may be required in other circumstances as well. You are required to bring your own masks/face coverings.

Wash your hands as often as possible. Please bring your own sanitizer and use it each and every time you touch a foreign surface (shared door handles such as dining hall and washroom doors, vehicle interiors, etc.). Hand sanitizer or hand washing stations will be available in camp.

3.8 Physical Distancing

As defined by the BC Centre for Disease Control, physical distancing means limiting close contact with others. When outside of your home, practicing social distancing by keeping at least 2 metres (6 feet) away from one another. This simple practice is something we can all do to help stop the spread of COVID-19.



Remember – no handshaking and no hugging. Nod or wave instead.

3.9 Guidance for Situations Where Maintaining Physical Distancing of 2 Metres is Not Practical

- Individuals should wear a mask, or a physical barrier may be constructed. <https://www.worksafebc.com/en/resources/health-safety/information-sheets/covid-19-health-safety-designing-effective-barriers>
- In situations where staff and clients are required to work together in proximity, the outfitter may utilize Working Groups as described previously. These Working Groups may include camp and kitchen staff as well as field worker/transport. The number of individuals in each Working Group should be kept to six or less whenever possible. Working Groups should stay together for as long as possible during the season.
- Clients should not be reassigned between Working Groups. When there is an urgent and unavoidable need to reassign individuals, the outfitter should review the risks to determine the impact on the risk of transmission of COVID 19, prior to making the decision.
- A list of designated Working Groups and their members should be maintained in the workplace along with a record of which clients have been assigned to the group, and any reassignment of members among those Working Groups.

3.10 Physical Distancing and Local Communities

Hunting and fishing clients typically have very little if any contact with local communities during their expedition. Outfitters and their clients are encouraged to work together to arrange travel in a way that facilitates little to no contact with the local community. That could include making plans to avoid hotel stays and restaurant visits before and after the expedition.

Outfitters should endeavor to move their clients into their premises as soon as possible, effectively self-isolating. This may mean earlier/later/more frequent client retrievals. If pickup schedules dictate group retrievals and some clients need to await the arrival of others, outfitters may provide suggestions as to where best to wait. These areas should provide basic amenities, but limit contact with the community.

Camp staff often have the most interaction with the community, going into town to purchase food and supplies. This should be kept to an absolute minimum with respect to individual, personal, and frequency of trips and all distancing and personal protective equipment (PPE) should be used when trips to town cannot be avoided. Traveling to a grocery store or other necessary public establishment should be limited to one person per camp.

Services (including meals, communication systems, laundry) should be organized on site to enable workers to remain in camps on days off whenever possible, and personal purchases can be arranged without workers visiting nearby communities.

WorkSafeBC protocols for employers who provide tours and outdoor recreation activities can be found here:

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

An important note about First Nations and First Nations Health Centres:

- Indigenous populations face heightened health risks due to lower health outcomes compared with non-Indigenous Canadians. As such, all outfitters must respect any precautions being taken to avoid COVID-19 transmission into First Nations communities. Source: <https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-guidance-large-industrial-work-camps.pdf>
- Outfitters should stay abreast of any current precautions being taken in their region.
- It is not recommended that medical care is sought from a local First Nations health center. As there may be inadequate resources to sustain an influx of external cases.
- If an employee who is symptomatic wishes to return to their home of a First Nation, the First Nation health centre should be notified to determine that sufficient resources are in place to support isolation of the individual on arrival.

3.11 Hand Washing, Respiratory Etiquette, Hygiene and Personal Protective Equipment

Hand Washing

Frequent and proper hand washing helps prevent or reduce the spread of COVID-19 and other illnesses. Operators should ensure that materials for adhering to hand hygiene are available on their premises. Outfitters should provide lidded receptacles for used tissue disposal and conveniently located dispensers of alcohol-based hand sanitizer. Where sinks are available, ensure that supplies for hand washing (i.e., liquid soap and disposable towels) are consistently available.

Hand wash stations may be created by applying the suggestion provided in Appendix D.

Hands should be cleaned frequently with soap and water, or an alcohol-based hand sanitizer (minimum 60% alcohol⁶) if soap and water are not readily available. Note that if a person's hands are heavily soiled, they should use soap and water because hand sanitizer may not work well in these cases. If running water is not available, it is acceptable to use hand wipes to remove dirt prior to using hand sanitizer.

Hand hygiene is most important at the following times:

- Before eating or preparing food
- After coughing, sneezing, or blowing one's nose
- After going to the bathroom
- After touching potentially contaminated surfaces such as taps and doorknobs
- Before and after contact with an ill person

Hand Washing as set out by Health Canada

1. Wash your hands with soap and water, ideally with water warmer than 25° Celsius (77° Fahrenheit), for 20 seconds.
2. <https://www.youtube.com/watch?v=oOP-Od1mJfA>
3. After washing your hands, use disinfectant spray on sink taps and surfaces.
4. List of approved hand sanitizers – <https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/hand-sanitizer.html#tbl1>

Respiratory Etiquette

Respiratory etiquette is also essential in preventing the spread of illness. The key elements of respiratory etiquette are:

1. Covering cough/sneeze into a sleeve or tissue
2. Disposing of used tissues in garbage
3. Cleaning hands after coughing or sneezing

⁶CDC: (2020) How to Protect Yourself & Others; Wash your hands often. <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

Outfitters can support respiratory hygiene by training staff and clients on its importance and by providing tissues.

Personal Protective Equipment for COVID-19 Protection

Personal Protective Equipment (PPE) is specialized clothing or equipment worn by individuals for protection against COVID-19. It should serve as a last resort that should not replace any other risk control and infection control measures. However, sufficient stock of PPE should be kept ensuring its provision to protect employees and clients from exposure to COVID-19 agents in camps and vehicles.

PPE commonly includes:

Hand Protection - Gloves

The position of WorkSafeBC and Public Health is that disposable gloves are not necessary or required for most workers as a control measure for the transmission of COVID-19. Because COVID-19 is not absorbed through the skin, but rather by transferring the virus from contaminated surfaces to the eyes, nose, or mouth, gloves would not have any advantage over bare hands in limiting that transmission. They may in fact cause users to wash their hands less often, which may in fact increase the risk of transmission.

For some tasks such as handling waste or contaminated items, workers are already wearing gloves for other reasons, it is important for them to ensure they practice good hygiene by not touching the face while wearing the gloves. Chemical gloves may be worn for protection when using products like cleaning and disinfecting products.

If a premise chooses to use disposable gloves, staff should wash their hands thoroughly before putting on the gloves. Wearing gloves does not exclude food handlers from washing their hands.

Nitrile gloves are recommended for food service or other situations where hand dexterity is important. Disposable gloves should also be used when touching blood, body fluids, mucous membranes or contaminated items. Remove gloves promptly after use and perform hand hygiene immediately.

Gloves do not replace hand hygiene.

Glove Type	Definition	Advantage	Protection Level	Usage
Nitrile protective gloves	Made of synthetic material; offers robust protection.	Stretchy, durable	Chemicals, viruses	<ul style="list-style-type: none"> • Kitchen • Food service • Cleaning • Camp Operations

				<ul style="list-style-type: none"> • Equipment Maintenance
Leather gloves, other multiple use gloves			Low level protection appropriate for low traffic high touch areas – where an employee is putting on/taking off a saddle, using a hand tool (axe or saw), or driving an ATV.	<ul style="list-style-type: none"> • Tool and equipment (including vehicles, etc.) handling.

Respiratory Protection - Removable Non-Medical Masks or Face Coverings

It is important to understand that non-medical masks or face coverings have limitations and need to be used safely. Non-medical masks or face coverings are protective layers of absorbent fabric (e.g., cotton) that snugly fit over the nose and mouth and are secured to the face with ties or ear loops. They prevent respiratory droplets from contaminating others or landing on surfaces. Non-medical masks or face coverings alone will not prevent the spread of COVID-19. One must consistently and strictly adhere to good hygiene and public health measures, including frequent hand washing and physical (social) distancing.

For information regarding the selection and use of masks in non-health care settings, visit: <https://www.worksafebc.com/en/resources/health-safety/information-sheets/covid-19-health-safety-selecting-using-masks>

When to wear a mask

Wear a mask to protect mucous membranes of the nose and mouth in situations where it is not possible to maintain 2 metres (6 feet) of separation (for example, in case of travelling in a vehicle with a client or other employees.) Please refer to Appendix E for more information regarding the safe use and removal of non-medical masks or face coverings.

3.12 Cleaning, Disinfecting, and Sanitizing Protocols

Since viruses can survive on surfaces in the environment for a period of time, it is vital to increase cleaning, disinfecting and sanitizing protocols in high-touch surfaces and high traffic areas.

Please see cleaning methods as outlined in Appendix F. Note that protocols presented have been developed for high touch surfaces and high traffic areas. Please also visit <https://www.worksafebc.com/en/resources/health-safety/information-sheets/covid-19-health-safety-cleaning-disinfecting>

Furthermore, the cleaning/disinfecting is only necessary for a particular surface if the user of that surface is changing. If a piece of equipment (ATV for example) is only being used for one person for the duration of an expedition/tour, then it should not require routine cleaning throughout the tour.

In an unplanned situation, where a person must touch a surface that has not been cleaned, it is recommended that they clean wash/sanitize their hands as soon as possible afterwards. Another alternative may be using a pair of disposable gloves.

Additionally, equipment/surfaces should not need to be cleaned/disinfected after every use where the only people using that surface are within the same Working Group.

These points are raised simply because cleaning/disinfecting surfaces in a wilderness setting, where there is no access to the general public, and the only people present are working within small and cohesive groups (Working Groups) (with restricted access to cleaning materials – even water in many instances), a routine cleaning of every surface after every use is likely to be of little practical value.

Know Your Products

Surfaces must be cleaned on a regular basis with an approved detergent. Cleaning removes the physical contaminants that are on a surface. This is followed by rinsing with clean, potable water. Cleaned surfaces must then be sanitized (food contact surfaces) or disinfected (nonfood contact surfaces). Review with staff how to use and verify the concentration of sanitizers and disinfectants used in food premises.

Disinfectants are different from sanitizers in that they have a greater ability to destroy bacteria, viruses and molds. Disinfectants are used at a higher concentration and require a longer contact time than sanitizers. If a food grade disinfectant is used on a food contact surface, it may need to be rinsed off with potable water.

Hard-surface disinfectants must meet Health Canada's requirements for emerging viral pathogens. COVID-19 is one of the easiest viruses to kill with the appropriate disinfectant when used according to the label directions. (See the Product Guide for Disinfectants chart in Appendix G.)

To find out which disinfectant meets Health Canada's requirements for COVID-19, click on the link below:

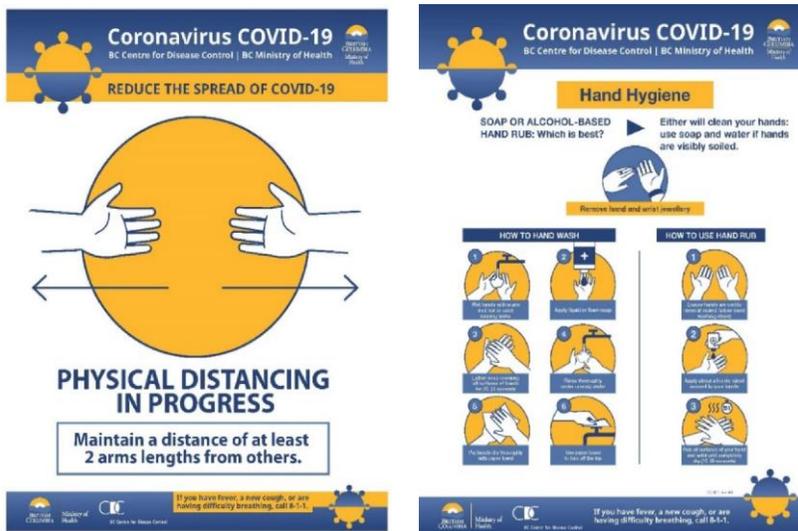
<https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html>

In Canada, disinfectants must have a DIN (drug identification number). Some disinfectant/sanitizer products are the same chemical. It can be used as a disinfectant when used at a higher concentration and longer contact time or as a sanitizer when used at a lower concentration and shorter contact time. For example, bleach is considered a disinfectant when used at 1000 to 5000 ppm with a 10-minute contact time but is considered a sanitizer when used at 100 to 200 ppm with a 2-minute contact time. To prepare a bleach solution consult the [FOODSAFE online bleach calculator](#).

CAUTION: Operators must confirm with their chemical suppliers to ensure that sanitizers or disinfectants are appropriate for use against COVID-19. Always ensure that the disinfectant you use is approved for use in a food processing or food service application. Some disinfectants can be toxic and are unsuitable for food premises or food contact surfaces.

Additional Resources:

- Hard-surface disinfectants and hand sanitizers (COVID-19): List of hand sanitizers authorized by Health Canada: <https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/hand-sanitizer.html>
- BC Centre for Disease Control: Cleaning and Disinfecting: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/cleaning-and-disinfecting>



COVID-19 posters for clients and staff encouraging physical distancing and good hand washing are to be posted in appropriate locations, where they will be most noticed.

Download a free physical distancing poster and hand washing poster from the BCCDC.

3.13 Security and Site Access

Site Visit Restrictions

Only staff and clients allowed in the camp. If there is a need for non-essential personnel to be onsite, prior arrangements must be made before visiting and this visitor must disinfect prior to entering any buildings and/or interacting with any personnel.

3.14 Disciplinary Action(s)

It is expected that protocols in this document are followed by all outfitting personnel. All employees should sign-off on the training that they receive, including an understanding of the importance of following Best Management Practices and this COVID-19 Safety Plan. If not, standard disciplinary actions will apply.

3.15 Client Adherence

All policies will be enforced and anyone not in compliance with these policies will be asked to leave the premises. Consider including this in the client orientation conducted at first point of contact.

3.16 Initiatives and Procedures Documentation

The company should document the initiatives and procedures that the camp(s) will implement to prevent and manage COVID-19.

3.17 Communicable Disease Control Plan Guide

Prepare a summary that can be referenced in the event of an outbreak at the camp.

At a minimum, the plan should include the following:

- Camp location
- Description of camp facilities including the number of rooms, room occupancy, number of showers and washrooms, dining and community areas, and recreational facilities
- Staff contact information (names, telephone numbers and email addresses)
- Staff in each Working Group
- Which staff interacted with which client(s) – Guide Declaration form

Northern Health's *Communicable Disease Control Plan Best Management Guide for Industrial Camps* can also be consulted for advice on developing a Communicable Disease Control Plan.

3.18 Protocols for Preparing and Responding to COVID-19 Cases

All outfitters should have an updated staff and client illness policy that is communicated to all staff before reporting for work and to all clients before commencing their travel heading for camp. If they are ill and showing possible COVID-19 symptoms they should stay home and self-isolate.

Assessment

Staff and clients must review the self-assessment information provided. Outfitters will monitor their staff and clients to assess any early warning signs as to the status of their health. A self-assessment tool is provided <https://bc.thrive.health/covid19/en> or through the COVID-19 BC Support App self-assessment tool.

If a staff member or client is feeling ill with COVID-19 symptoms while at camp:

- They are to remain at camp, self-quarantine, and contact Health Link BC at 8-1-1.
- If they live close enough to camp to reach home safely without stopping, they are to be sent home immediately.
- If they do not live close enough to camp to reach home safely without stopping, they are to remain at camp, self-quarantine and contact 8-1-1 or a doctor for further guidance.

- If they are in medical distress they are to call 9-1-1.
- **Exception:** If the individual is in a camp that does not have a reliable method to communicate verbally with a health care professional, and/or does not have reasonable access to reliable ground transportation (i.e. a road), they should be moved to a location that does.

If a staff member or client tests positive for COVID-19:

- They will not be permitted to return to camp until they have recovered from COVID-19.
- Any staff or clients who have interacted closely with the infected person will self-isolate for 14 days.
- The staff member's work and accommodation area(s) will be closed off, cleaned and disinfected immediately, as well as any surfaces they could have potentially touched.

Self-Isolation

- Any staff member or client already on site with any symptoms of COVID-19 is not permitted to enter any common part of the camp and must self-isolate.
- Any staff member or client who has or is suspected to have COVID-19 will self-isolate for 14 days.
- Persons in self-isolation can place dishes outside of their room or tent for pick-up. Disposable gloves can be used by individuals who are picking-up and handling these dishes. Ordinary cleaning and sanitation procedures for dishes are sufficient for killing viruses.

Ensure Laundry is Handled Safely

Use precautions when doing laundry. Contaminated laundry should be placed into a laundry bag or basket with a plastic liner and should not be shaken. Gloves and a mask should be worn when in direct contact with contaminated laundry. Clothing and linens belonging to the ill person can be washed together with other laundry, using regular laundry soap and hot water (60-90°C). Laundry should be thoroughly dried. Hand hygiene should be performed after handling contaminated laundry and after removing gloves. If the laundry container comes in contact with contaminated laundry, it can be disinfected using a diluted bleach solution.

Ensure Confidentiality

It will be important that any targeted communicable disease interventions are non-stigmatizing and respect confidentiality. This includes maintaining privacy for those seeking healthcare or who may be part of self-isolation, contact tracing, or outbreak investigation.

Doctor's Note

A significant burden to the local health care system can arise simply from company policies that require sick notes and back to work notes. Employers are asked to excuse staff for sick leave without requiring a doctor's note, if their employees are ill or required to self-isolate. This

helps not only to reduce pressures on the health care system, but also minimizes the risk of spreading infection within the community.

SECTION 4: COVID-19 SAFETY PLAN FOR EXCURSIONS

The first point of outfitter-provided transportation for most hunts will be upon airport pickup by truck or car, or upon arrival to the aircraft that will be flying clients into camp.

Hunting excursions may incorporate other modes of transportation such as ATVs, utility terrain vehicles (UTVs) such as side-by-sides, boats, canoes, horses, and by foot.

In situations where staff and/or clients are required to travel together in vehicles where a distance of 2 metres (6 feet) is impossible to maintain, we recommend all individuals follow the recommendations of Public Health Agency of Canada, and wear a mask or some form of face covering. (See Appendix E for more information about masks.)

4.1 Vehicles

WorkSafeBC provides protocols to guide employers who utilize transit as part of their operation. Visit this link for up-to-date information: <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-industry-information/transit>

Transportation of all kinds, including buses, shuttles, helicopters, ATVs, and boats, should be limited to essential use only. Note that [Transport Canada](#) has guidance, orders, and safety alerts in place for workers and activities under its jurisdiction (marine, air, and rail transportation).

Employers should assess the number of people being transported or sharing vehicles at any given time and employ measures to ensure at least 2 metres of distance between workers is maintained.

Measures that may be taken to ensure at least 2 metres of distance include the following:

- Have people sit one to a seat
- Stagger riders to allow for maximum distance
- Adjust the number of riders per trip and the overall number of trips needed to transport workers to a worksite
- If possible, use larger vehicles or multiple vehicles

Track who drives which vehicles and minimize changes in teams or vehicle assignments. Consider creating consistency in crews of workers using vehicles together and performing shifts or work tasks together.

If it is not possible to ensure 2 metres of distance between workers in a vehicle through these measures, consider the use of [barriers](#) if applicable. Where barriers are not applicable, consider the use of [masks](#).

Implement a process that allows for physical distancing when loading and unloading buses or other vehicles. All those waiting for loading and unloading should maintain physical distancing while remaining safely away from traffic.

Have handwashing facilities or sanitizing stations available to people as they enter and exit the vehicle.

Provide operators with hand hygiene supplies and sanitation kits including hand sanitizer, disinfectant wipes, cleaning spray and paper towels so that surfaces commonly touched by the operator and riders can be wiped down during on road changeovers. Operators should be trained on safe use of any cleaning products and how to safely store and dispose of used supplies. This should include providing a secure means of storage on the vehicle, so that used cleaning supplies can be stored until the vehicle returns to the terminal.

Ensure that high contact surfaces within the vehicle are routinely cleaned and disinfected. These include seatbelts, headrests, door handles, steering wheels, and hand holds.

Incorporate end-of-shift vehicle wipe downs, include a method for tracking end of shift cleaning and provide workers with appropriate supplies, like soap and water, hand sanitizer, and disinfectant wipes. When more than one person is traveling, physical distancing practices apply.

Shared travel with more than one person should be minimized wherever possible. Here are some options:

Buses and Vans

- Load and offload passengers by the rear doors if possible or establish a rule that the driver is last on, first off of the bus.
- Allow for enough time for passengers to disembark from vehicles to allow for adequate distancing and prevent crowding.
- Create spacing between riders such as staggering where people sit (e.g. aisle to window, alternating per row).
- If 2 metres (6 feet) separation is not possible, masks should be worn. (Appendix E.)
- Consider having the bus wiped down (e.g. seat backs and other commonly touched areas) before each trip.
- Hand washing facilities or sanitizer must be made available before and after the bus ride.

Trucks and Cars

- Where possible limit occupant of a vehicle to a single driver or members of a Working Group in a conventional truck (i.e., single cab).

- A driver and one passenger may travel together in vehicles with two rows of seating. The passenger should sit in the back seat on the opposite side as the driver.
- If 2 metres (6 feet) separation is not possible, masks should be worn. (Appendix E.)
- Hand washing facilities or sanitizer must be made available before and after the ride.
- Common surfaces should be wiped down before each trip.

4.2 Aircraft

All air operators must comply with the *Interim Order to Prevent Certain Persons from Boarding Flights in Canada due to COVID-19*, pursuant to sub-section 6.41 (1) of the Aeronautics Act, effective April 17, 2020, which repeals the previous version signed on April 9, 2020.

All passengers (domestic and outbound) must be notified that they will be required to undergo a health check and a verification that they are carrying a non-medical mask or face covering, to which they must answer truthfully. Second, to provide guidance in conducting the health check and in detecting and managing ill travelers with suspected COVID-19. Lastly, to verify that the passenger has a removable face covering or mask. (See Appendix E.)

Air operators are to follow Transport Canada's *Recommended Traveler Management Sequencing for Operators* as provided for reference in Appendix H.

4.3 ATVs and UTVs

Whenever possible, guides and clients are to be assigned a vehicle for their sole use for the duration of their trip. When this is not possible, at the start of each working day, drivers clean and disinfect frequently touched surfaces in the vehicles using an alcohol-based cleaner or disinfecting wipes/spray and paper towels; if these are unavailable, use soap and water.

Key contact points are:

- Door handles (inside and out)
- Steering wheel and controls
- Shifter
- Dash controls and buttons
- Grab handles, seat adjusters
- Seat belt buckles

Helmets

It is recommended that clients and staff bring their own helmets. If not possible, guides and hunters will be assigned a helmet for their sole use for the duration of their time using ATVs. Helmets will be cleaned with a disinfectant spray between users.

4.4 Horses

Each employee and client should be assigned a set of tack for their sole use throughout the duration of their trip. If changes are required, tack will be cleaned between users.

As it is common practice for an employee to saddle horses on behalf of clients, and assist with adjustments throughout the day, care should be taken to limit contact (and wipe down the touch points) between the employee and the client. Be sure to wash hands if handling others' equipment.

At the conclusion of the hunt, and in between users, all tack should be thoroughly cleaned.

Leather

Cleaning with soap and water is the most effective way to kill germs and disinfect leather. Chemical sanitizers such as rubbing alcohol, peroxide, and bleaches are not necessary to disinfect and can damage leather, so it is best avoided.

4.5 Hiking

Care should be taken to avoid following too closely behind one another when walking and hiking. Observe increased physical distancing guidelines to avoid the chance of acquiring droplets that may have become entrained in the wake or slipstream behind a fellow hiker.

4.6 Boats

Outfitters who use marine transportation are encouraged to familiarize themselves with the COVID-19 measures, updates and guidance issued by Transport Canada:

<https://www.tc.gc.ca/en/initiatives/covid-19-measures-updates-guidance-tc/covid-19-measures-updates-guidance-marine-transportation.html>

In conjunction with those measures, at the start of each working day, employees are to clean and disinfect frequently touched surfaces.

Key contact points are:

- Steering wheel or tiller handle
- Seat and armrests
- Thwarts, yolk and gunwales
- Paddles
- Life jackets

Wherever it is not possible to maintain at least 2 metres (6 feet) of distance between passengers, masks are to be worn by all parties, following guidelines provided in Appendix E.

Anglers are to bring their own fishing rod(s) and gear whenever possible. If this is not possible, care will be taken to disinfect equipment shared between users.

SECTION 5: COVID-19 SAFETY PLAN FOR ACCOMMODATIONS

Potential accommodation scenarios include lodges, cabins or tents. Consider how to maintain physical distancing, decrease crowding, and reduce social interactions. Maintaining small and consistent groupings of people will help prevent and control the potential transmission of COVID-19.

Find the WorkSafeBC protocols for accommodation here: <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/accommodation>

Camp Preparations and Camp Hygiene

Physical distancing general guidance – this will require a variety of actions to decrease crowding and social interactions.

- Gatherings of any size are structured so that those present can maintain a distance of 2 metres (6 feet) from each other.
- Stagger mealtimes where practical and minimize people using the kitchen at one time.
- Reduce in-person indoor meetings and other gatherings and hold site meetings in open spaces or outside.
- Shared accommodations should be arranged in such a fashion that beds are at least 2 metres (6 feet) apart and head-to-toe where possible. If beds cannot be at least 2 metres (6 feet) apart, use temporary barriers between beds, such as curtains, to prevent droplet spread while sleeping, and sleep head-to-toe.
- None of the residents in a shared accommodation can be ill or meet a criterion that requires self-isolation requirements. Any staff or clients that are ill or require self-isolation must be immediately moved into separate facilities.
- The employer shall ensure that reusable eating utensils and dishes (cups, plates, bowls, forks, knives, spoons) are provided for all employees if they cannot be washed to Food Safe standards.

It is recommended that all camps have a stock of infection control supplies on-site to deal with suspected and/or confirmed cases. This should include:

- Hand washing supplies and hand cleaning gels
- Appropriate cleaning supplies (see Appendix F for more information)
- Masks
- Disposable gloves

Sanitation

Review sanitation procedures and increase sanitation frequency as required, especially for high touch surfaces.

Surfaces must be cleaned on a regular basis with an approved detergent. Cleaning removes the physical contaminants that are on a surface. Rinsing with clean, potable water will allow this.

Cleaned surfaces must then be sanitized (food contact surfaces) or disinfected (nonfood contact surfaces). Review with staff how to use and verify the concentration of sanitizers and disinfectants used in food premises.

5.1 Main Camp

Outfitters are to perform a review of their main camp and make whatever adjustments are required to the facilities and procedures to meet physical distancing and cleaning requirements. When considering how to reduce the risk, there is a certain order you should follow. WorkSafeBC refers to this as the hierarchy of controls. It is important to follow the hierarchy, as shown on page 3, rather than start with the easiest control measures.

Note that while the controls are listed in order of effectiveness, all four types of controls should be considered. They often work best in combination.⁷ Outfitters are encouraged to utilize this model throughout their facilities.

5.2 Spike Camp

Erect additional tents as required to ensure adequate physical distancing. Small cabins that currently share kitchen and sleeping areas and do not allow space for physical distancing should be evaluated to decide which functions would be best suited to the cabin versus an additional cabin or tent(s) setup.

Clients and employees bring their own bedding (sleeping bag) and personal hygiene products (towels and face clothes, etc.). This significantly reduces any risk of cross contamination during use as well as during laundry. Employees do their own laundry.

⁷ WorkSafeBC: The Hierarchy of Controls - <https://www.worksafebc.com/en/health-safety/create-manage/managing-risk/controlling-risks>

SECTION 6: COVID-19 SAFETY PLAN FOR FOOD SERVICE

6.1 Main Camp

WorkSafeBC has provided protocols for food services: <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/restaurant-cafes-pubs>

Display signs in the dining area(s) outlining the special measures being taken. This could include instructions regarding physical distancing, hand hygiene, cough and sneeze etiquette and not entering if feeling ill with possible COVID-19 symptoms. The maximum number of clients permitted inside at any one time may also be stipulated. Multiple signs will help clients remember to maintain physical distancing.

Where possible, implement measures to minimize handling of shared food and items that may touch another person's food, such as:

- Discontinue self-serve buffet lines—have designated staff dispense food.
- Minimize handling of multiple sets of cutlery.
- Remove shared food containers from dining areas (e.g. shared pitchers of water, shared coffee cream dispensers, salt and pepper shakers, ketchup, vinegar, etc.) and replace with one-time use or single-serving containers of these products.
- Dispense snacks directly to staff/clients and use pre-packaged snacks only.
- Ensure that food-handling staff practice good hand hygiene.
- Ensure that all surfaces of the tables and chairs are cleaned and disinfected before each meal.

Rearrange seating to ensure physical distance guidelines are observed (at least 2 metres/6 feet). Map route for customers from entry to tables and washrooms. Consider using separate entry and exits and use signage and floor markings to ensure physical distancing.

Continue to use approved sanitizers and disinfectants for their designed purposes.

Wash, rinse, and sanitize food contact surfaces dishware, utensils, food preparation surfaces, and beverage equipment after use.

Ensure staff and customers with COVID-19 symptoms stay away from the food preparation and dining premises.

Communicate your sanitation controls to your staff and monitor them. Enhance your premises' sanitation plan and schedule, review with all employees for input and assign cleaning duties accordingly.

Wear disposable gloves when handling food products and while making to-go beverages.

Information for clients:

- Please follow signage and collect takeaway meals/snacks from designated collection point.
- Wash your hands or use alcohol-based hand sanitizer before entering any common areas including the area designated for food pick up.
- Do not bring your own food containers or bags. These will be provided to you.

Dining Area

Monitor the amount of people who enter the dining area. If required, maintain a lineup outside the building with 2 metres (6 feet) spacing if the dining area is unable to hold clients and staff safely with physical distancing practices.

Kitchen Procedures

- Work with minimal staff to allow sufficient space for physical distancing. Consider re-arranging work areas or re-organizing work tasks to allow workers to maintain distance.
- Move activities to another room wherever possible. Separating duties into unused dining areas could be an option for some preparation and packaging.
- Use markings or dividers in the kitchen to ensure physical distancing.
- Wash equipment and utensils using a dishwasher that can achieve disinfection. If washing by hand, use the three-sink process (wash, rinse, sanitize), ensuring that all equipment is disinfected.

Food Safety

Normal cooking temperatures for foods will kill COVID-19 and other microbes in food. As with other microbes our advice is to always use a thermometer to check that the internal temperature of the food has reached 74°C.

There is no evidence that COVID-19 is spread through eating or touching raw fruits or vegetables. When preparing fresh fruits and vegetables, wash or scrub them under cold, running, potable tap water prior to consumption.

Prevent cross contamination by:

- Keeping fruits and vegetables separate from raw foods.
- Only handle (touch) the fresh fruits and vegetables that will be washed or cooked immediately to limit any hand transfer of germs.

6.2 Spike Camp

Adjust practices for field-prepared meals to ensure physical distancing is maintained. For example, in small cabins that currently share kitchen and sleeping areas, operators will need to move one of these activities to another location.

Mountain House®-type meals help reduce disease exposure/transfer as each person has their own prepackaged meal.

Use protective gloves when preparing food. Remove and discard them once each person's meal has been completed. Use hand gel to clean hands in between meals if soap and water is not available.

Any bags or coolers used to transport food must be cleaned regularly.

In facilities where adequate dish washing protocol cannot be maintained, guides or cooks should consider assigning each client with a dish and cutlery package (one plate, one bowl, one fork, one knife, one spoon, and one cup) that is their responsibility to clean and transport in a sealed container, such as a large Ziplock bag. Once back at the main camp where adequate washing facilities exist, the cutlery and dishes will be thoroughly washed and disinfected.

SECTION 7: COVID-19 SAFETY PLAN FOR TOOLS & EQUIPMENT

Where possible, each employee should utilize only their own tools throughout the duration of their time in camp.

In situations where employees are required to work together in close proximity to complete tasks, the employer will designate employees into Working Groups. Staff in Working Groups must take care to maintain adequate physical distancing around clients, and ideally not share tools and equipment with clients. If sharing tools or equipment with persons from outside of the Working Group, then equipment must be wiped down and cleaned with a disinfecting agent such as disposable wipes and/or a glove protocol is to be implemented. Be sure to wash or disinfect hands after using others' equipment.

Where it is not possible to provide personal tools, the shared tools and equipment must be wiped down and cleaned with a disinfecting agent such as disposable wipes or a diluted bleach solution between uses by different employees. Rubber gloves should be worn while handling bleach solutions and the area should be well ventilated.

Employees should receive training on cleaning tools and to ensure compliance and understanding of hand washing and hygiene.

Employees who use specialized PPE and are properly trained in its use (e.g. employees certified and trained to use PPE because of their normal work role) should not share PPE with other employees. Employers must establish a labeling system to help with organization of this specialized equipment.

Employees who wear leather gloves or other impermeable gloves as hand protection during work may share tools and equipment without disinfecting the tools between each user and must continue to clean and wash hands to break the chain of infection. Leather gloves may have droplets on them and could transmit infection to another worker. Assign and label leather gloves to ensure each pair remains with one employee.

SECTION 8: COVID-19 FIRST AID PROTOCOLS

Visit the following resource for current information for employers on safely treating patients during the COVID-19 pandemic: <https://www.worksafefirst.com/en/resources/health-safety/information-sheets/ofaa-protocols-covid-19-pandemic>

APPENDICES

APPENDIX A: Sample Assumption of Risk and Release from Liability Agreement

**ASSUMPTION OF RISK
and
RELEASE FROM LIABILITY AGREEMENT (draft)**

I, _____, hereby acknowledge the hunting trip, fishing trip, sightseeing trip, camping trip, photography or other guided tour that I am participating in under the arrangement of _____, its employees, agents and associates, involves risks and dangers which are inherent to hunting and wilderness travel. This includes, but is not limited to hazards of travelling by motorized vehicle, on horseback, by airplane and by boats; hazards of carrying and being in possession of firearms and ammunition; hazards of being exposed to the elements of nature; hazards of being in areas where hunters are likely to be present; hazards of being and travelling in remote wilderness areas and hazards arising from accidents, acts of God, illness and forces of nature.

I further accept and assume all risks of personal injury or death or loss or damage to property while participating in the said guided excursion, including negligence of _____ and their employees, agents and associates and that I do so voluntarily.

I acknowledge that this Agreement and any rights, duties, and obligations as between the parties to this Agreement shall be governed solely in accordance with the laws of the Province of Alberta, Canada which these events occur and no other jurisdiction; and any litigation involving the parties to this Agreement shall be brought solely within that Province or Territory of Canada and shall be within the exclusive jurisdiction of their Courts.

I acknowledge that in entering this Agreement, I am not relying on any oral or written representations or statement made by the Outfitter with respect to the safety of wilderness travel. I confirm that I have read and understood all parts of this agreement prior to signing it.

Signed this _____ day of _____, 20_____.

WITNESS SIGNATURE:

CLIENT SIGNATURE:

Name (please print)

Name (please print)

Address

Address

Signature of Parent of Guardian _____
(if client is under 19 years of age)

APPENDIX B: Suggested Client Prescreening

This prescreening form is to be administered prior to the client leaving their home country. They are to be made aware that they will not be granted access to camp if they have any symptoms of COVID-19. Client is to sign and date this form and return to their outfitter prior to commencing travel.

Dear Client,

If you are showing symptoms of COVID-19 or live with someone who has COVID-19, please do not come to our facility. Call your doctor, or the local public health office. If you are in BC, you may call 8-1-1. Anyone displaying symptoms of COVID-19 will not be permitted in camp. So, if you feel ill, please stay home.

Physical distancing is required at all times (minimum of 2 metres/6 feet). No handshaking, or hugging etc. Failure to observe physical distancing and hygiene guidelines risks the closure of our facilities. Please bring your own sanitizer and use it each and every time you touch a shared surface while in transit and/or around camp etc. such as shared door handles (dining hall, washroom doors, vehicle interiors, etc.).

Following the recommendations of Health Canada, we encourage all clients to wear a mask or face covering whenever they are unable to maintain physical distance of 2 metres (6 feet). This will be in vehicles and aircraft but may be required in other circumstances as well. Please bring your own masks/face coverings.

Do not handle other people's equipment. This includes firearms, spotting scopes, packs and garments. In the case of shared apparatus such as shooting sticks, horse tack, etc., your guide will be responsible for disinfecting between uses and/or enacting a glove protocol.

Please answer the following questions:

1. Do you have a fever and a cough? [If YES, you must stay home. We cannot allow you into camp for the safety of others.]
2. Are you having difficulty breathing? [If YES, you must stay home. We cannot allow you into camp.]
3. Have you been refused boarding in the past 14 days due to a medical reason related to COVID-19? [If YES, you must stay home. We cannot allow you into camp.]
4. Are you currently under mandatory quarantine, as a result of recent travel or by orders from the provincial, territorial or local public health authorities? [If YES, you must stay home. We cannot allow you into camp.]
5. Do you have a removable mask or face covering with which to cover your mouth and nose while moving through airport(s), on board flight(s), and/or in any other situations where physical distance of 2 metres (6 feet) cannot be maintained? [If NO, please obtain one before you commence travel.]

CLIENT SIGNATURE

DATE

PRINT NAME

APPENDIX C: Suggested Client Orientation

This orientation document is to be administered prior to allowing the client entrance to camp and/or boarding vehicle or aircraft at rendezvous point. Client is to sign and date this form prior to access being granted.

Dear Client,

The health and safety of our clients and staff is of utmost priority. Anyone experiencing symptoms of COVID-19 will not be permitted to board our vehicles and/or aircraft and/or enter our camp(s). If you are symptomatic, call 8-1-1. If you are in medical distress, call 9-1-1. If at any time you develop symptoms you must immediately take measures to self-quarantine and report this to us. We will assist you in making the necessary arrangements.

Throughout our operations we have performed an extensive review of our facilities and procedures and have adjusted as required to meet physical distancing and cleaning requirements. Please be aware that a minimum of 2 metres (6 feet) physical distance is required at all times, with no handshaking, hugging, etc. Waving, smiling, and cheering is encouraged!

Please wash your hands frequently, and/or use sanitizer each and every time you touch a shared surface while in transit and/or around camp etc. such as shared door handles (dining hall, washroom doors, vehicle interiors, etc.) and refrain from handling other people's equipment. This includes firearms, spotting scopes, packs and garments. In the case of shared apparatus such as shooting sticks, horse tack, etc., a staff member will be responsible for disinfecting between users and/or enacting a glove protocol.

Should you encounter a situation where it is impossible to maintain the physical distance of 2 metres (6 feet) please follow the recommendation of Health Canada and wear a mask or face covering. This may be in vehicles, aircraft and other circumstances as well.

We ask that you always carry a mask, hand sanitizer, and a pair of disposable gloves with you. If you have not brought your own supplies, please let us know and we will assist you. Failure to observe physical distancing and hygiene guidelines risks the health of our guests and staff, and the closure of our facilities, so we ask that you to take these protocols as seriously as we do.

Please answer the following questions:

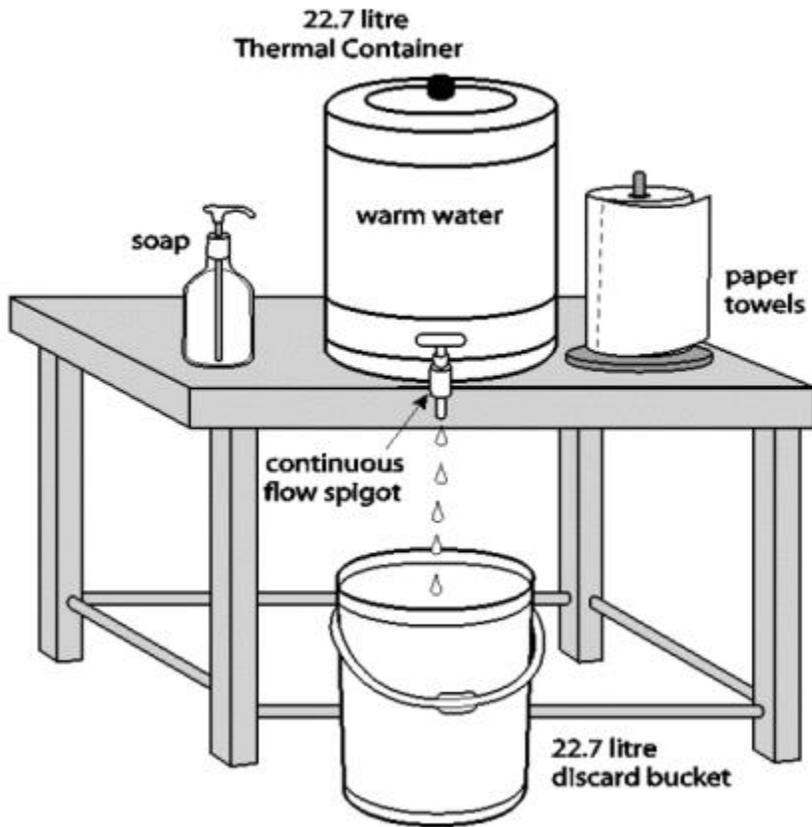
1. Do you have a fever and a cough? [If YES, we cannot allow you into camp for the safety of others.]
2. Are you having difficulty breathing? [If YES, we cannot allow you into camp for the safety of others.]
3. Are you currently under mandatory quarantine, as a result of recent travel or by orders from the provincial, territorial or local public health authorities? [If YES, we cannot allow you into camp.]

CLIENT SIGNATURE

DATE

PRINT NAME

APPENDIX D: Hand Wash Station



APPENDIX E: Safe Use and Removable of Non-Medical Masks or Face Coverings

Removable masks or face coverings SHOULD:

- Be made of multiple layers of absorbent fabric (e.g., cotton)
- Cover the mouth and nose (without big gaps)
- Fit securely to the head with ties or ear loops
- Allow for easy breathing
- Be changed as soon as possible if damp or dirty
- Stay the same shape after machine washing and drying

Removable masks or face coverings SHOULD NOT:

- Be placed on children under the age of 2
- Be placed on anyone who has trouble breathing or is unconscious
- Be placed on anyone unable to remove them without assistance
- Be made exclusively of plastic sheeting or materials that easily fall apart (e.g., tissues)
- Be shared with others
- Impair vision or interfere with tasks

When using a removable mask or face covering:

- Wash hands immediately before putting it on and immediately after taking it off (in addition to practicing good hand hygiene while wearing it)
- It should fit well (non-gaping)
- Allow for easy breathing
- Do not share it with others

When wearing a mask or face covering, take the following precautions:

- Avoid touching the face covering or mask while using it
- Change a cloth face covering or mask as soon as it gets damp or soiled
- Put it directly into the wash
- Cloth face coverings or masks can be laundered with other items using a hot cycle, and then dried thoroughly
 - Non-medical masks that cannot be washed should be discarded and replaced as soon as they get damp, soiled or crumpled
 - Dispose of masks properly in a lined garbage bin

APPENDIX F: Cleaning Methods

Basic Cleaning Recommendations

- Wear suitable PPE commensurate to the job at hand. In most cases this will be some or all of the following:
 - Disposable gloves
 - Eye protection (safety glasses closed)
 - Mask
 - Apron
- Use disposable paper towels or clean damp cloths (microfiber) or a wet mop that can be washed after use.
- Do not dust or sweep surfaces to avoid airborne droplets containing the virus.
- Remove all debris first and then clean surfaces with a good cleaning and disinfecting agent. If the surface is very dirty, clean a second time.
- Start cleaning in the cleaner areas and move to dirtier areas. Be aware that a clean surface can be as contaminated as a heavily soiled surface.
- Apply disinfectant to any clean surface immediately. Allow the disinfectant solution to work for a few minutes (according to the manufacturer's instructions) before wiping off all traces of product with a clean cloth.
- Whenever possible, open outside windows to increase air circulation.

To Avoid Cross Contamination

- Use only clean rags and mops with a disinfectant solution prepared in a clean container.
- Do not leave any residual solution in the bucket, wash and dry between uses.
- Clean after use and dry soiled rags and mops. Do not soak in dirty water.
 - Reusable cleaning items can be washed with regular laundry soap and hot water (60-90°C). Add bleach to the laundry.
- Use a trashcan and recycling bin without a lid or pedal to prevent hands from touching the trashcan.
- Change clothes after finishing cleaning the accommodation units.

Protocols

Prepare products for use

- Where possible, use a pre-mixed solution.
- Read and follow manufacturer's instructions to:
 - properly prepare solution
 - allow adequate contact time for disinfectant to kill germs (see product label)
 - wear gloves when handling cleaning products
 - wear any other PPE recommended by the manufacturer

Check the label to ensure the bleach is intended for disinfection, and ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on coloured clothing or for whitening, may not be suitable for disinfection. Follow the manufacturer's instruction and/or use 5 tbsp (1/3 cup) bleach per gallon of water to make a disinfecting solution. ***Never mix bleach with ammonia or any other cleanser.**

Special attention should be given to the disinfection of toilets, kitchens and objects that are frequently touched such as light switches, doorknobs and handrails.

Cleaning surfaces, linens, or clothing to reduce risk

All food contact surfaces, such as food prep tables, kitchen, and packaging areas are to be cleaned and sanitized on a regular frequency. They do not need to be disinfected.

Locations that are exposed frequently to clients should also be regularly cleaned and sanitized. Areas that do not have direct contact with food could also be disinfected. This is important for surfaces that are touched frequently, for example dining room tables, chairs, or doorknobs. It would be appropriate to disinfect any area that could be frequently touched or exposed to coughing or sneezing, for example bathroom areas.

- For porous surfaces such as carpeted floor, rugs, and drapes, remove visible contamination and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
 - If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.
 - Otherwise, use products suitable for porous surfaces.

Hard (Non-porous) Surfaces

Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. Clean hands immediately after gloves are removed.

If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

Electronics

For electronics such as tablets, touch screens, remote controls, keyboards, and telephones remove visible contamination if present.

- Follow the manufacturer's instructions for all cleaning and disinfection products.

- Consider the use of wipeable covers for electronics.
- If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens.
- Dry surfaces thoroughly to avoid pooling of liquids.

Vehicles, Aircraft, ATVs, and UTVs

Field equipment used by staff and/or clients should/must be cleaned and/or disinfected as required.

- The 'hard surfaces' guidelines, as above, will generally be appropriate for much of the field equipment/vehicles used by outfitters.
- Disinfect the following areas with a hand sprayer to be able to liberally spray the touch surfaces:
 - Steering wheel
 - Arm rests
 - Seats
 - Safety handles
- Provide sealed single sanitizer wipes for use by the client and allow them to wipe again the high touch point areas.
- Display a sign - *This vehicle has been cleaned with an approved bleach solution and sanitary wipes have been provided for your additional safety.*

Suggested Cleaning and Disinfecting Areas

1. Dining Area / Lounge Area(s) / Public Areas

- Doorknobs / door push bar / door handles
- Counter tops / service tops / bar tops
- Handheld devices
- Handrails / light switches / thermostat controls
- Sound system and TV channel remote controls
- Chairs / guest seating areas / tabletops

2. Bathrooms / Kitchens

- Doorknobs / door push bar / door handles
- Counter tops / sinks / basins
- Toilets / paper dispensers / hand wash areas
- Prep areas / kitchen line / service pass

3. Staff Room / Offices

- Doorknobs / door push bar / door handles
- Counter tops / workstations / desktops
- Time clocks / staff kitchen area
- Chairs / staff seating / staff break area

APPENDIX G: Product Guide for Disinfectants

PRODUCT	DEFINITION	APPLICATION	PROTECTION LEVEL
Multi-Surface Cleaner	Use full-strength or dilute 250 mL per 4 Litre of warm water, apply to the surface until thoroughly wet. Wipe with a clean cloth, sponge, or mop. To sanitize/disinfect: Preclean surface. Apply to surface until thoroughly wet. To Sanitize: Leave for 1 minute before wiping. To Disinfect: Leave for 10 minutes before wiping. Rinse all food contact surfaces with water after using the product.	Disinfectant that meets Health Canada's requirements for emerging viral pathogens. These authorized disinfectants may be used against SARS-CoV-2.	Advanced disinfectant and sanitizer for hard surfaces.
Bleach (6%) Solution	100/1 dilution of sodium hypochlorite solution with water used to disinfect surfaces, 10 mL bleach to 1 Litre of water. Minimum contact time of 10 minutes in a single application. Air dry.	Recommended by the BCCDC for disinfecting nonporous surfaces.	General use disinfectant and sanitizer for hard surfaces.
Neutral Disinfectant Cleaner	Use 3.9 mL per litre of water for a minimum contact time of 10 minutes in a single application. Can be applied with a mop, sponge, cloth, coarse spray or by soaking. The recommended use solution is prepared fresh for each use then discarded. Air dry.	Approved for use against COVID-19 disinfecting nonporous surfaces.	Advanced disinfectant and sanitizer for hard surfaces, low acidity.
Disinfecting Wet Wipes 70% Alcohol	To sanitize/disinfect: Pre-clean surface. Use 70% alcohol based fresh wipes to thoroughly wet surface. To sanitize: Allow surface to remain wet for 10 seconds. Air dry.	Single use isopropyl alcohol wet wipes, disposable.	Safe to use on electronics including smartphones, tablets and POS equipment.
Touch Free Hand Sanitizer	Minimum 60% alcohol hand sanitizer solution, rub hands together until dry.	To clean hands if hand washing is not available.	General use to kill bacteria and viruses.

APPENDIX H: Recommended Traveler Management Sequencing for Air Operators⁸

Step 1. Notification and Confirmation Process

- Air Operators notify passengers that they may be subject to a measure to prevent the spread of COVID-19 taken by the provincial or territorial government with jurisdiction at the destination airport for that flight.
- Air Operators notify every passenger that:
 - They must be in possession of a mask or face covering prior to boarding. They must wear the mask or face covering at all times during the flight when they are 2 metres (6 feet) or less from another person unless both persons live in the same private dwelling-house or other place that serves that purpose; and
 - They must comply with any instructions from a crewmember with respect to wearing the mask or face covering.
- Passengers must confirm that they are in possession of a mask or face covering.

Step 2. Health Check and Face Covering Verification (Questions) – conducted online or at airport check-in process (*see section Process for Health Check and Face Covering Verification*):

- Air Operators ask passengers the health check questions, the additional questions and whether they have in their possession a mask or face covering.
- Passengers answer each health question, including the additional questions and must confirm that they are in possession of a mask or face covering.

Step 3. Observations – Must be conducted during the boarding process (*see section Process for Health Check and Face Covering Verification*):

- Air Operators observe whether passengers boarding the flight exhibit COVID-19 symptoms.
- Air Operators verify that every passenger boarding the flight is in possession of a mask or face covering.

Step 4. In-flight – To be conducted as appropriate and in accordance with the *Interim Order*:

- Air Operators require passengers to wear a face mask during the flight when the person is 2 metres (6 feet) or less from another person, unless both persons are occupants (subject to the list of exceptions contained in the *Interim Order*).

⁸ <https://www.tc.gc.ca/en/initiatives/covid-19-measures-updates-guidance-tc/guidance-material-air-operators.html#recommended-sequencing>