



COVID-19 Safety Protocols

Contractors and Service Providers

This document outlines the COVID-19 safety protocols that all City contractors and service providers are expected to follow while in City facilities or in attendance at City work sites. These protocols will evolve in response to the pandemic based on orders or guidance from the Provincial Health Authority and WorkSafe BC. All contractors will be notified of any changes in safety protocols.

PROCESSES TO CONTROL THE RISK OF COVID-19

The following are the current controls that the City has in place and expects its contractors and service providers to follow:

1. **Elimination of Proximity** – The primary method for prevention of the spread of COVID-19 is to ensure that physical distancing of 2 metres is maintained at all times. Contractors are expected to comply with physical distancing at all times. Meeting rooms, change rooms and many other spaces have occupancy limits posted on or near the door. These are mandatory and contractors working in these spaces shall not exceed occupancy limits.
2. **Masks** – All contractors are expected to wear a mask while in City facilities.
3. **Cleaning** – The City has very strict cleaning protocols. If contractors are performing work they are expected to clean and sanitize work locations at the end of any work.
4. **Self-Assessment** – Contractors working in City facilities or at City work locations should complete a self-assessment (available on BCCDC website) prior to undertaking any work in City facilities or on City work sites.
5. **Hand Washing/Sanitization** – The City provides hand sanitizing stations as well as soap and water in bathrooms. Contractors shall sanitize or wash hands upon entry to any City facility.
6. **COVID-19 Protocols** – Signage is present at the entry to all City buildings. Contractors shall ensure they read and understand protocols prior to entry to any facility.

Illness Protocol

- Do not enter City facilities or attend City work locations if you are feeling ill.
- If you are experiencing symptoms related to COVID-19 such as fever, chills, cough, shortness of breath, sore throat, running nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea, vomiting or muscle aches, please contact Public Health, your physician, or a nurse practitioner to determine when it is appropriate for you to resume site visits.
- Do not enter City facilities or attend City work locations during your isolation period as determined by Public Health. This includes fourteen (14) days after you have been out of the country.
- For COVID related health questions, you can contact the Northern Health Covid-19 information line at 1.844.645.7811.