

UBC Dairy Education and Research Centre - Covid-19 Safety Plan

April 30, 2020

The University of British Columbia Dairy Education and Research Centre (Dairy Centre) is committed to providing safe, healthy produce for the local community. In order to do this, we are creating and implementing on-site protocols to ensure we can safely work on site together. This document is a working plan for on-site staff safety. This working plan is adaptable and will be updated following UBC and Government of British Columbia recommendations as needed throughout the procession of the growing season.

University Reference Documents and Resources:

The following plan used the following documents and resources provided by UBC. The location of this information can be found at <https://srs.ubc.ca/health-safety/health-safety-covid-19/>

General Procedure:

Staff and students consult with our Manager daily to resolve any concerns/issues and as necessary, the Manager will review and update UBC Dairy Centre Farm COVID-19 Procedures

Our general procedure at the Dairy Centre involves:

- Limiting access to the site only to employees deemed essential for farm production and students required for exempted research, the site has been closed to members of the public as of March 13th, 2020 and will be closed until further notice. Planned tours for visitors and our annual Open House event have been cancelled.
- Staff will assess their own health before coming to work each morning. Potential symptoms of COVID-19 will require them to stay at home for a self-isolation or monitoring period of 14-days (as appropriate and based on provincial guidelines) before returning to work
- Staff are required to review and adhere to UBC and Government of British Columbia policies on self-isolation in the event of illness, or contact with individuals who are ill
- Staff that become ill while at work will self-isolate until they are able to seek care or return home, as appropriate and based on provincial guidelines. Any area where staff members have self-isolated on site due to illness will be disinfected.
- Maintaining physical distance of 2 meters within buildings and on site (outside on farm grounds)
- Sanitizing high touch items (e.g. phone) upon arrival on site. Sanitizer located in common areas.
- Identify and limit shared equipment and other collective points of contact
- Implementing a cleaning and sanitizing procedure for any shared equipment
- Practice adaptive management based on evolving information and situations
- Meetings by phone, Zoom, or other remote means
- Increasing signage for locations where people can wash and disinfect (their hands, equipment)
- Maintaining sanitizer spray bottles in shared areas. They will be labelled with working concentration, shelf life and date made.

Commented [NP1]: Can you give this website a quick scan and add any missing components to your document. It is very important that UBC as the employer is identified and provided guidance and resources in the development of this plan.

Transport to Site:

- Staff will arrange to commute to work via bicycle, personal vehicle (one person per car), or other low risk transport.

Site Specific Safety Procedures

Farm Centre:

- A weekly designated student team as per the student monthly work schedule will be in charge of cleaning and disinfecting all surfaces of shared spaces once each week with increased cleaning and disinfecting as required.
- Custodial staff are still attending the site, but if they can no longer attend, the Manager will review cleaning procedures with Infection Prevention & Control, additionally to mop floors and clean bathrooms. Any cleaning staff and student member will wear gloves.
- Use of locker area will be restricted to one person at a time to maintain a minimum of 2 meters apart.
- No more than 2 people can be in working in a farm area or office at one time. These two people will have designated computer stations at either end of the office, always maintaining a minimum of 2 meters apart.
- Staff and students usually return home for lunch but regardless a minimum of 2 meters apart distancing is to be maintained at all times.
- No shared food or beverages.

Commented [NP2]: Please give a schedule or how often per week the cleaning/disinfecting will occur for all shared spaces.

Machinery and Equipment:

- One person in vehicle at a time
- Disinfect steering wheel, door handles after use or use gloves during operation. See SRS guidance document for further information.

Tractors/ Gator:

- Wear gloves at all times or disinfect steering wheel, gear sticks, seat, seat adjustment, 3-point hitch safety knob, implement pins and tools in toolbox after use
- Each staff allowed to drive a tractor has their own ear protection

Handwashing Stations:

Handwashing Station Manager:

- Washrooms with hot water will be stocked with soap. Hand sanitizer will be available in common areas.
- Disposable Nitrile gloves are available in the milk parlour and vet room.

- Supply will be checked daily

Emergency Procedures

- Maintain and adhere to Building Emergency Response Plan (BERP)
- Maintain and communicate clear muster point on Farm site, which is located across from the main office.
- **Call 911 emergency response in case of urgent medical or safety situations**

What information is required when I dial 911?

- Describe the Emergency
- Location: 6947 Highway No. 7, Agassiz
- Building Name: UBC Dairy Education and Research Centre
- Building Address & Room # _____
- Phone Number: 604-796-8410
- Do NOT hang up as additional information may be needed

Staff Emergency and Essential Contact Phone Numbers

Nelson Dinn Manager	Home: 604-796-3769	Cell: 604-819-8410
Barry Thompson Farm Worker 2	Home: 604-796-3881	Cell: 778-684-1488
Mary Ann La Fond Administration Support	Home: 604-796-3933	

Important Telephone Numbers

(Environment spills, disasters, fires, bomb threats, etc.)	1-604-822-2029
Safety & Risk Services (SRS) Biological, Radiation & Chemical Safety	1-604-822-4353
SRS Emergency Management Report an Accident or Incident	1-604-822-1237 www.cairs.ubc.ca
UBC Equity and Inclusion	1-604-822-6353
UBC Counselling Services	1-604-822-3811
UBC Student Health	1-604-822-7011
AMS Sexual Assault Support Centre	1-604-827-5180

Poison Control Centre	1-800-567-8911
Crisis Centre	1-604-872-3311
(after hours)	1-604-822-2222
Power Outages and Emergencies- BC Hydro	1 888 436-7847
Internet issues: Wayne Tamagi, McMillan Building	1-604-789-5298
Boeve Electric	1-604-226-5757
Gas Leaks & Odors (Fortis BC)	1-800-663-9911
Earthquake, Flood, Dangerous Goods Spills, Tsunami	1-800-663-3456
Agassiz RCMP (non-emergency)	1-604-796-2211
RCMP Hope Highway Patrol	1-604-869-7760
District of Kent	1-604-796-2235
Hospital Emergency Department (Chilliwack)	1-604-702-4711
Agassiz Community Health Centre	1-604-703-2030
Report Environmental Violations & Dangerous	1-800-663-9453
For Reporting Environmental Violations and Dangerous Wildlife/Human Conflicts	1 800 663-9453
Fire Extinguisher and Alarm Maintenance:	
Big Red Fire Protection (Barns & Offices)	1-604-792-3473
Elite Fire Protection Ltd. (Residence Fire Alarm)	1-877-850-0014

I confirm that this Safety Plan has been shared with staff and students both through email and posting in offices and common areas and will be made available as a shared document.

Date: April 30, 2020

Name: Nelson Dinn
 Role: Business Operations Manager

Name: Ronaldo Cerri
 Role: Director and Associate Professor, Dairy Education and Research Centre

Commented [NP3]: Are these their official titles?