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**ASCOT RESOURCES**  
**COVID-19 Safety Plan**  
**for**  
**Field Staff 2020**



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## Introduction

May 14, 2020 the Provincial Health Officer (PHO) issued an order that places of employment must have a COVID-19 Safety Plan in place.

Coronaviruses are a large family of viruses found mostly in animals. In humans' coronaviruses can cause diseases ranging from common cold to more severe diseases. The disease caused by this new coronavirus has been named COVID-19. COVID-19 has been declared a global pandemic.

The health and safety of Ascot Resources employees is first and foremost. The following COVID-19 Safety Plan was developed to identify areas /processes / tasks that are at risk of spreading COVID-19 and develop mitigation measures.

This is meant to be a living document that will be continually updated as we learn more about the transmission of this disease.

## Risk Assessment

The COVID-19 virus is spread through:

- droplets expelled when a person coughs or sneezes,
- close or prolonged personal contact, such as touching or shaking hands
- touching contaminated surfaces and then touching your mouth, nose and/or eyes before washing your hands

The risk of person to person transmission of the virus increases the closer you come to other people, the more time you spend near them and the more people you come near. The risk of transmission increases when many people contact the same surface and when those contacts happen over a short period of time.

The following chart taken from the Association of Mineral Exploration *COVID-19 EXPLORATION SAFETY GUIDELINES* provides a reference for the amount of time the virus is known to remain viable on different surfaces.

| Surface         | Examples  | Viability Window |
|-----------------|---|------------------|
| Metal           | Door handles, seatbelt clips, chisels, hammers, digging tools | 5 days           |
| Wood            | Furniture, staking posts, construction materials              | 4 days           |
| Plastics        | Packaging, ore bags, rubber grips, GPS units, touch screens   | 2 to 3 days      |
| Stainless Steel | Pots and pans, cutlery, metal sample tags                     | 2 to 3 days      |
| Cardboard       | Packaging, boxes, sample tag books                            | 24 hours         |
| Aluminum        | Soda cans, sample tags, scribes                               | 2 to 8 hours     |
| Glass           | Drinking glasses, mirrors, windows                            | 5 days           |
| Ceramics        | Tableware, dishes, insulators                                 | 5 days           |
| Paper           | Notebooks, receipts, sample bags                              | 5 days           |



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The following areas have been identified as possibly being at risk either through close proximity or through contaminated surfaces:

- Ascot Core shack
- Silver Coin Core shack
- Ascot Dry
- Drill Shack
- Level 6 Bunkhouse
- Company accommodation

The following job tasks and processes have been identified as possibly being at risk where workers are close to one another or members of the public.

- Travelling to or from the mine site (vehicles)
- Core processing (logging/geotechning)
- Orientation / Training
- Helicopter travel
- Diamond drilling
- Medic

The following tools, machinery, and equipment is shared by workers and as such has been identified as possibly presenting a risk:

- Company vehicles
- Laptop computers
- Camera
- Pens/pencils/markers/scribes/measuring tapes/protractor
- Orientation sleeve
- Side by side
- Printer / photocopy
- Power saws
- Core saws
- Power tools
- Hand Tools
- Core boxes
- Loader
- Forklift
- Water quality testing equipment

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## Roles and Responsibilities

### Employer Responsibilities

- Develop prevention and control protocols to prevent and control the risk of transmission of the COVID-19 virus among workers in their place of accommodation, at the worksite and when travelling to and from the worksite
- The protocol will be posted at places of accommodation and all worksites
- Maintain high levels of accommodation, worksite and worker hygiene
- Provide for a rapid response if a worker develops symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing). And notifying a health officer or Provincial infection prevention and control officer
- Not permit a worker who has symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing) to work
- Ensure that a worker with symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing) is self-isolating and provide the support the worker needs to self-isolate
- Appoint a coordinator
- Educate and train workers on how to eliminate or reduce the risk of contact with the COVID-19 virus

### Coordinators Responsibilities

- Act as a liaison between the employer and the health officer or Provincial infection prevention and control officer
- Oversee the implementation of the Protocol
- Monitor the health of workers daily for symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing).
- Oversee the manner in which workers are transported between their accommodation and worksite to ensure that workers are transported in such a way that it limits the risk of transmission of COVID-19 between the workers and the driver
- Monitor the compliance of workers with the requirements imposed on them
- Inform the health officer or the Provincial infection prevention and control officer of any failure to implement the Protocol on the part of the employer, or if a worker fails to comply with the requirements imposed upon the worker



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## Workers Responsibilities

- Follow Ascot Resources protocol to prevent the transmission of COVID-19 virus
- Follow infection prevention and control practices including diligent hand hygiene
- To the extent practical, limit the risk of transmission of COVID-19 between one another and to the driver when travelling from work between shifts
- Remain in your accommodation on days you are not required at the worksite
- Avoid any unnecessary visits to public establishments and only leave your accommodation if approved by the coordinator or in the case of a medical emergency or need to attend a critical appointment if it cannot be postponed or cannot be held electronically
- If you leave your accommodation in the case of a medical emergency or to attend a critical appointment,
  - You must maintain a distance of two meters from anyone with whom you are meeting, unless you are meeting with a health care provider
  - You must carry a mask or tissues at all times
  - If you develop symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing) while away from your accommodation, you must put on the mask or cover your nose and mouth with tissues and return immediately to your accommodation while avoiding contact with other people to the greatest extent possible, and phone a health professional for advice
- Self-monitor daily for signs and symptoms of illness
- If you exhibit symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing), inform the coordinator and self-isolate for 10 days, unless instructed otherwise by a health professional
- Attend education and training sessions provided by Ascot Resources
- Use controls and follow the safe work procedures
- Use the available tools and PPE that have been provided for avoiding contact with the COVID - 19 virus
- Know how to report exposure incidents
- Maintain a high level of accommodation, worksite and worker hygiene

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## Protocols

### Workers Travelling from Outside the Community

Stewart/Hyder are communities that are considered high risk. If there was an outbreak in one of these communities the medical system would be overwhelmed. Ascot Resources is committed to ensuring the safety of its workers and members of these communities. As such the following measures will be implemented for workers travelling to the community for work. Workers travelling to Stewart from outside the community will:

- isolate for 10 days prior to travel to the community
- self monitor for this 10-day period for symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing)
- cancel the travel to the community if the worker develops any symptoms of COVID-19 (i.e. fever, sore throat, coughing, sneezing, or difficulty breathing)
- keep a record of all contacts for this 10-day period
- travel by vehicle – not air
  - whenever possible workers should travel alone in the vehicle
  - maximum of two people per vehicle
  - passenger sits in back seat opposite of driver
  - both passenger and driver wear masks out of an abundance of caution to inhibit the circulation of respiratory droplets by open windows and/or air conditioning
- if symptoms of COVID-19 (fever, sore throat, coughing, sneezing, or difficulty breathing) develop while travelling the worker will immediately return home, avoiding contact with other people and phone a health professional for advice and the coordinator to apprise them of the situation
- maintain physical distancing of at least 2 meters when it is necessary to exit the vehicle
- avoid any unnecessary visits to public establishments
- carry masks at all times
- when picking up the rental vehicle do not assume it has been sanitized. With a minimum 60 percent alcohol solution wipe down:
  - door handles
  - seat belts/seat belt buckles
  - radio
  - steering wheel
- shift cycle will be a minimum of 30 days, to enable isolation on both ends and minimize travel
- the worker will carry hand sanitizer to be used before entering and exiting a vehicle
- pay at the pump and fill to maximum

## Worker Travel to Site

### Creating Work Pods or Crews

For situations where physical distancing between workers is not practical for extended periods of time, for example travelling to site work pods will be assigned. “Work pods” can be thought of like a family unit, the work pod shall ensure close contact only occurs within a small select group.

- Work pods will be assigned to field personnel based on shift work and in consultation with the workers supervisor
- Workers sharing accommodation shall be placed in the same work pod
- The number of workers in each pod will be kept to a minimum, with a maximum of 6 workers to a pod
- Pods will stay together for as long as possible during the season
- A record of which individuals are working in work pods will be kept and posted in the accommodations they are housed in.
- Workers will NOT be reassigned between work pods unless there is an urgent and unavoidable need to reassign workers to another pod, the Coordinator will review the risks to determine the impact on the risk of transmission of COVID-19, prior to making a decision
- A current list of all designated work pods, and their members shall be maintained at Ascot Resource’s Core Shack located at 422 4<sup>th</sup> Avenue, Stewart B.C. along with any record of any reassignment of members among these work pods.

### Measures to Reduce Possible Exposure to COVID-19 in Vehicles

- Whenever possible workers will travel alone.
  - Make sure a working alone plan is in place
- The maximum number of workers allowed in a double cab pick-up truck is four
- If four workers are travelling in a double cab pick-up truck
  - they must be from the same work pod
  - workers will sit one at each door
  - workers will wear masks
- If two workers are travelling in a double cab pick-up truck
  - They must work in the same pod
  - Workers sit one to a seat, with the passenger sitting by the rear window opposite to the driver
  - Workers will wear masks
  - Cross shifts sharing the same vehicle will be in the same work pod

- Vehicles used outside of the work pod will have a through cleaning/sanitation before and after use by the worker outside of the work pod using a sixty percent alcohol solution or disinfecting wipes/spray and paper towel. This will include the following high touch or key contact points:
  - Seat belt buckles
  - Seats
  - Head rests
  - Arm rests
  - Dash controls and buttons
  - Ventilation grilles and knobs
  - Rear view mirror
  - Steering wheel and controls
  - Door handles (inside and out)
  - Window buttons
  - Grab handles and seat adjusters
  - Wiper and turn signal handle
  - Shifter
  - Radio and communication devices
  
- Trucks will be thoroughly wiped down at the end of the shift before the next crew gets in it with a sixty percent alcohol solution or disinfecting wipes/spray. This includes:
  - Seat belt buckles
  - Seats
  - Head rests
  - Arm rests
  - Dash controls and buttons
  - Ventilation grilles and knobs
  - Rear view mirror
  - Steering wheel and controls
  - Door handles (inside and out)
  - Window buttons
  - Grab handles and seat adjusters
  - Wiper and turn signal handle
  - Shifter
  - Radio and communication devices

- 
- If truck is being used throughout the day it should be wiped down regularly
  - Fueling of the work vehicles will be done using the cardlock
    - Fuel vehicle to the maximum
    - Use hand sanitizer after you open the door, but before getting back in the vehicle

#### Measures to Reduce Possible Exposure in Helicopters

- Before any flight, as part of a pre-flight screening and safety instruction, all passengers will be questioned and instructed by the pilot regarding:
  - Recent travel history
  - Screening for any COVID-19 symptoms or signs (this may include thermal scans, and/or questionnaires)
  - Instructions on minimizing potential spread of COVID-19 while in flight
  - When possible, flights will be limited to pilot and one passenger
  - Number of passengers will be limited to two unless a third passenger is deemed necessary, and the pilot will determine the in-flight seating arrangement
  - Passenger headsets will not be used unless absolutely necessary. In flight communication will be via hand signals where possible. In case it becomes necessary to use headsets workers will carry disinfectant wipes to disinfect headsets immediately before and after use
  - Personal protective equipment must be used in flight, including but not limited to N95 mask, single use nitrile or latex gloves and eye protection
  - Designated work pods will be transported together throughout the entire duration of their rotation
  - Hands will be washed (soap and water if available or hand sanitizer with minimum sixty percent alcohol) thoroughly before and after flights

#### Measures to Reduce Possible Transmission of COVID-19 in Company Accommodation

- copy of this plan will be given to workers during orientation so that they are aware of the measures being taken by Ascot Resources is taking to minimize transmission of the COVID-19 virus.
- Workers housed in a motel/hotel will have a maximum of one person to a room
- The Geo house will have a maximum occupancy of two
- Workers housed in the two-bedroom apartments will have a maximum of two people to an apartment
- Workers sharing accommodation will be in the same work pod
  - cross shift if possible

- 
- The apartment/house will be cleaned and disinfected at least daily. This includes areas such as toilets, sinks, bedside tables, door handles and other high traffic areas
    - Surfaces that become soiled with respiratory secretions or bodily fluids will be cleaned with a suitable disinfectant wearing gloves
    - Workers will be responsible for their own laundry
      - Laundry will be kept in a disposable plastic bag or in a cloth bag that is washed and dried with the laundry.
      - Laundry can be washed using regular laundry soap and hot water (60 to 90 degrees Celsius), and dried thoroughly. Remember to practice good hand hygiene after handling laundry.
  - Workers will be instructed in, and expected to practice good hand hygiene protocols.
  - If any residents of a shared accommodation are ill or require self isolation they will immediately be moved into a separate accommodation, otherwise all workers in the residence will have to isolate.
  - First Nation workers that are symptomatic and wish to return to their home in a First Nation community, the First Nation health center will be notified to ensure they have sufficient resources in place to support isolation of the individual upon arrival.

### Physical Distancing and the Local Communities (Stewart, BC and Hyder, AK)

Stewart, BC and Hyder, Alaska are small isolated communities whose medical infrastructure would quickly be overwhelmed by an outbreak of COVID-19.

Workers who do not live in the community should take extra precautions while in the community

- Limit trips to local vendors, such as grocery store
- Maintain a physical distance of a minimum of 2 meters with all people when possible
- Wear a non medical face mask or other face covering that covers their mouth and nose
- Signage will be posted in all accommodations/ Core Shack/ Level 6 Bunkhouse / Silver Coin/ Ascot Dry
  - Occupancy limit
  - Hand washing
  - Practice good coughing etiquette
  - Maintain physical distancing in the community
    - Avoid congregating in social settings or community settings
- DO NOT stop in Hyder, Alaska
  - If you have to stop in Hyder please stay in your vehicle. If you must exit the vehicle put on a mask or face covering

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### Measures to Reduce Possible Exposure to COVID-19 in the Field / Worksite

- When possible, workers will be assigned individual work stations or an area in the field that provides two meters of separation from other individuals
- Where two meters of separation is not possible, workers will wear masks
- Workers will ensure that their hands are washed with soap and water or a hand sanitizer with a minimum 60% alcohol before and after work activities.
- In situations where workers are required to work in close proximity work pods will be utilized

### Core shack

- Maximum occupancy at any one given time is 10 individuals
- Bay doors will remain open for air circulation – weather permitting
- Workers will take their breaks at different times to minimize congregation
- Safety meetings will be held outside – weather permitting
  - Physical distancing will be practiced by all workers
  - If weather is inclement the safety meeting will be divided into two groups
    - One in the front shop, and one in the back shop
    - Workers will stand in circles to ensure 2-meter physical distancing
- When possible, workers will be assigned individual work stations
- Workers will maintain a physical distance of at least 2 meters
  - Circles on the floor mark spots that are a minimum of 2 meters apart
  - If this is not possible both workers will wear masks
- There will be two hand washing stations (bathrooms)
- Hand sanitizer with a minimum 60% alcohol will be placed inside all doors by the fire extinguishers
  - Front door
  - 2 side doors
  - Back door
- Hand sanitizer with a minimum 60% alcohol will be placed at each work station
  - Geo desk
  - Safety desk
  - Geotech work station
  - Mapping Station X2
  - Sampling bench
- Workers will be encouraged to practice respiratory etiquette:
  - Cough or sneeze into elbow sleeve
  - Dispose of tissues/paper towel in garbage cans

- 
- Wash hands with soap and water for at least 20 – 30 seconds or use a hand sanitizer with a minimum 60% alcohol content
  - Avoid touching their face

#### Situations Where Maintaining a Physical Distance of 2 Meters is Difficult

- Workers will wear a clean cloth mask or covering across their nose and mouth (e.g. a bandana to minimize the spread of droplets onto common work surfaces, especially when 2 or more people are in an indoor or confined space.

#### Handling Tools and Equipment

- When possible, each worker will have their own set of tools to minimize contact spread of COVID-19
- Where it is not possible to provide personal tools, the shared tools and equipment must be wiped down and cleaned with a disinfecting agent between uses by different workers
- Workers will receive training on cleaning tools

#### Core Cutting

- Workers will be assigned a saw daily
  - The worker will wipe the saw high touch areas before starting the saw up
    - Pull cord handle
    - Core cradle
    - Water tap
- Workers will be fit tested and assigned their own N95 Respirator
  - Workers will be trained in the cleaning and care of their respirator
  - Respirators will have a name tag attached to it identifying the user
    - There will under **NO** circumstances be a sharing of respirators
    - If the name tag has been detached take the respirator to the Coordinator. You will be issued a sanitized / new respirator with a name tag.
- Core Cutters will wear leather or other impermeable gloves as hand protection
  - Leather gloves will be assigned to worker
  - Leather gloves will be labeled to identify the worker
- The core cutter will be in the same work pod as their sampler

#### Samplers

- Samplers will wear leather or other impermeable gloves as hand protection
  - Leather gloves will be assigned to worker
  - Leather gloves will be labeled to identify the worker
- The sampler will be in the same work pod as their cutter

- 
- The sampler will carry their own samples in
  - The sampler will write their own bags
  - The sampler will bag the samples for shipment
  - The sampler will stack the bags on a pallet and shrink wrap it for shipment

#### Occupational First aid Attendants

- When a call is received for first aid the following information should be collected:
  - What happened?
  - Are critical interventions likely required?
  - Are there any obvious signs of COVID-19?
- If no critical interventions are required, if possible and appropriate, interview the patient from a distance. Ask the following questions.
  - Is anyone in your household sick or in self-isolation?
  - Have you been in contact with anyone who has been sick?
- When you arrive at the patient's location, assess the situation:
  - Does the patient have a minor injury that the patient can self treat while you provide direction and supplies?
  - If yes, direct the patient to self treat as per OFA protocols
- If the patient cannot self treat, don the appropriate level of personal protective equipment (PPE) for the situation. PPE will include the following:
  - Face shield or N95 mask
  - Pocket mask
  - One use nitrile or latex gloves
  - Disposable coveralls/ disposable apron or disposable lab coat
  - Glasses or goggles
- After treatment
  - All equipment will be sanitized with either soap and water or 70% isopropyl alcohol
  - Disposable PPE will be placed in a leakproof plastic garbage that is tied up and put in the garbage
  - Non-disposable PPE (safety glasses/shield) will be washed with soap and water or 70% isopropyl alcohol
  - Any exposed clothing should be removed, put in a leakproof plastic bag to be washed.
  - Wash your hands thoroughly
- If critical interventions are required and there is no way of determining background information, don appropriate PPE and limit access to the number of people required to deal with the critical intervention
  - All helpers will don the appropriate PPE. At a minimum:

- 
- Disposable coveralls
  - N95 face mask
  - Disposable nitrile or latex gloves

#### Level 6 Bunkhouse

- Each worker will have their own bedroom
- Each worker will have their own set of dishes/cutlery (single setting)
- There will be no “public” use of the ground floor bathroom
  - If this bathroom does get used it will be thoroughly cleaned afterwards with disinfecting cleaner (see check list for cleaning bathrooms).
- Shared instruments will be sanitized after use
- High touch areas in the bunk house will be cleaned twice a day
  - Bathrooms after use

#### Waste Management

##### *Core Shack*

- All garbage cans will be lined with leakproof garbage bags
- Garbage will be collected and taken to the dumpster daily
  - When handling waste workers will wear disposable neoprene / latex gloves
  - Bag will be tied before removing from waste basket
- 1 worker will be assigned to emptying the garbage
- Drill crews will stop at the dumpster (back of shop) and dispose of garbage after shift
  - Worker emptying the garbage will wear disposable neoprene or latex gloves
  - Garbage will be kept separate from contaminated rags
  - Gloves will be removed, following protocols, and disposed of properly

##### *Hazardous Waste*

- Rags contaminated with petrochemicals / drilling fluids will be placed in a designated barrel
  - Plastic bags and other garbage DO NOT go in barrels designated for hazardous waste
  - If the rags are brought down from the jobsite in a plastic bag, they will be dumped from the bag into the barrel and the plastic bag will be properly disposed off
  - Worker will wash hands with soap and water or use an alcohol-based hand sanitizer
- When Terra Pure picks up the waste paperwork will be done electronically if possible
- Fork Lift will be operated by a designated Ascot Resources employee
  - Employee must have completed the fork lift training and signed off to operate the fork lift
  - Communications will be hand signals for loading / unloading
  - Physical distancing rules will apply



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### *Accommodations*

- All garbage cans will be lined with leakproof garbage cans
- Garbage will be collected and dropped off at a dumpster on the workers way to work

## Assessing and Monitoring Employee Health

### Pework Screening

All workers prior to starting their shift will be screened by the safety officer or other designated person using the COVID-19 Screening Tool. The Pework Screening can be done in person or on the phone.

Records of the screenings will be kept on file at the Ascot Resources Core Shack.

Workers must pay attention to how they are feeling. Workers will be instructed on how to self assess for symptoms and what to do if they have symptoms of COVID-19.

### Worker Self Isolation

Workers who have common cold or influenza like illness or indicated symptoms of COVID-19 are required to remove themselves from the work environment immediately and report symptoms to the Coordinator, while ensuring physical distancing of 2 meters (e.g. by phone).

- The Coordinator will assist the worker in completing the online BC COVID-19 Self Assessment Tool to determine if the worker needs further assessment for testing by a healthcare provider.
- If the online BC COVID-19 Self Assessment Tool indicates testing the Coordinator will call the Stewart Health Center to make arrangements for testing.
  - Phone 250 636 2221
    - Tell receptionist that the worker is exhibiting symptoms of COVID and has completed the online BC COVID-19 Assessment Tool and it indicated testing
    - The receptionist will make arrangements for the worker to meet the nurse at the emergency entrance
  - Worker will wear face mask or covering
- The worker will be placed in a separate accommodation, if they are sharing an apartment/house.
  - King Edward Hotel /Alpine Motel / or Artic Camp
    - These accommodations have doors that do not have to be accessed through a common area
- Self-isolation protocols will be discussed with the worker
- Self-isolation will continue for a period of time determined by the online BC COVID-19 self assessment tool or by the Stewart Health Center Nurse or Doctor

- In all cases isolation will continue until a fever is gone without the use of fever reducing medication, for example, Tylenol, Advil, AND symptoms improve – improvement in runny nose, sore throat, nausea, vomiting, diarrhea, and fatigue
- Worker will be informed of personal access to medical support for COVID-19 (i.e. 8-1-1) or the Stewart Health Center (250 636 2221).
- Testing for COVID-19 will be done at the Stewart Health Center
  - If a worker tests positive for COVID-19, they must self-isolate for a minimum of 10 days from symptom onset and ensure their symptoms, including fever, have completely resolved.
  - If a worker tests negative for COVID-19, they must self-isolate until their common cold or influenza like symptoms have completely resolved.
- Workers requiring isolation will be paid stand-by pay of 200.00 dollars per day (to a maximum of 10 day) and their living out allowance of 50.00 per day (maximum of 10 days)
- The coordinator will deliver any groceries or meals required by the worker in isolation
  - Worker will call the coordinator on the phone if they require any supplies
  - Coordinator will pick up supplies and drop them outside the door of the person in quarantine then call the worker to let them know the requested supplies are outside the door
- The coordinator will check on the worker in isolation at least twice a day to ascertain if medical assistance is required. First call will be at 9:00 AM and the second call at 5:00 PM.
- If worker requires assistance at any time, they will call the coordinator

#### Transporting a COVID-19 Positive or Suspected Worker

- The worker who is suspected of having COVID-19 will be handled in the same manner as the worker confirmed to have COVID
- If possible, the worker will drive themselves
  - Will wear a non-medical mask
  - Wash hands with soap and water for at least 20 seconds, or use hand sanitizer with a minimum of 60% alcohol before getting in vehicle.
  - Leave the sign:
    - Sanitation Required – possible COVID-19 contamination
- Truck will be thoroughly cleaned (check list – Cleaning Trucks Before Shift) using a disinfecting spray
  - Full PPE will be used including
    - Disposable coverall
    - N-95 mask or respirator
    - Disposal Nitrile gloves
    - Safety glasses/goggles



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- If the worker is unable to drive their selves, they will be transported to the Stewart Health Center by company vehicle driven by a worker in the same pod, if possible. If there is no worker from their pod available the coordinator will drive.
    - Driver full PPE
      - N95 mask or respirator
      - Disposable coverall
      - Disposable Nitrile gloves
      - Safety glasses/goggles
    - Worker
      - Non-medical face mask / face covering
      - Wash hands with soap and water for at least 20 seconds or use a hand sanitizer that is at least 60% alcohol before getting in the vehicle

#### Monitoring Close Contacts for COVID-19 Positive Cases

Workers, staff and/or contractors who have, or could have been exposed to the virus, but do not have symptoms, need to self monitor for symptoms, and immediately self isolate if symptoms develop.

The local Medical Health Officer will be notified if there is suspicion of an outbreak. An out break is when two or more cases of fever and/or respiratory symptoms (cough, sore throat, runny nose, shortness of breath...etc.) are detected in a work pod, residents or staff, and at least one worker, resident or staff is diagnosed with COVID-19.

Contact the local Medical Health Officer at **Northern Health – Communicable Disease Hub:**

- 1-855-565-2290 (during business hours)
- After hours 1-250-565-2000, press 7 and ask for the medical health officer on call, if more than one worker shows signs of illness.

Workers coming from outside the community will be asked to provide the contact list they were asked to make prior to coming to the community.



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## Worker Education and Training Plan

### Worker Education

On the first day of work and on a regular basis after that, all workers must participate in a COVID-19 training and education sessions provided by Ascot Resources. Training and education will also be provided to all contractors, service providers, visitors, or other parties. Training and education will include safety measures and procedures, physical distancing, proper hygiene practices, and monitoring and reporting illness. Training will be done in small groups, maximum of 10 people, including the trainer, and the physical distancing of 2 meters between each person can be maintained.

### Safety Meetings

Daily safety meetings will include reminders on social distancing, hand hygiene, and enhanced cleaning. There will also be a question / answer period to give workers an opportunity to ask questions and provide feedback.

### Posters

Posters that remind and educate workers on the risks and prevention measures to stop the spread of COVID-19 will be placed in the Core Shack, Silver Coin Building, Ascot Resources Dry, Level 6 Bunkhouse and accommodations paid for by Ascot Resources

### Training

#### What is COVID-19

COVID-19 is an infectious disease that mainly spreads among humans through direct contact with an infected person and their respiratory droplets. Respiratory droplets are generated by breathing, speaking, coughing, sneezing. The longer you are in close contact with an infected person the greater your exposure risk

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### *Symptoms of COVID-19*

Workers must monitor themselves for symptoms of COVID-19. Symptoms may appear up to 14 days after being exposed to the virus. The symptoms of COVID-19 are similar to other respiratory illnesses including the flu and common cold. They include:

- Fever (average normal body temperature taken orally is about 37 degrees Celsius)
- Chills
- Shortness of breath
- Sore throat and painful swallowing
- Stuffy or runny nose
- Loss of sense of smell
- Headache
- Muscle aches
- Fatigue
- Loss of appetite

Symptoms can range from **mild to severe**. Sometimes people with COVID-19 have mild illness, but their symptoms may suddenly worsen in a few days. People with COVID-19 may also experience gastrointestinal symptoms like diarrhea, nausea, and vomiting a few days after the onset of the above symptoms. If you **only** have gastrointestinal symptoms you may not have COVID-19.

### *What to Do If You Have Symptoms of COVID-19*

- DO NOT COME TO WORK
- DO NOT leave your accommodation
- Call the coordinator at 250 230 3738

### *Hand Hygiene*

- Take the time to wash your hands. Washing hands is the most effective way to prevent the spread of germs.
- Wet hands with running water
- Apply soap and scrub palms, back of hands, wrists, between fingers and under nails
- Scrub for at least 20 seconds
- Rinse thoroughly under running water
- Dry hands with a single use towel
- Use the towel to turn off the faucet

If there is no soap and water use an alcohol-based hand sanitizer

- Apply enough of the hand sanitizer to cover all surfaces
- Rub hands until they are dry



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## Using Masks

### Step 1:

Wash your hands with soap and water for at least 20 seconds before touching the mask. If you do not have soap and water, use an alcohol-based hand sanitizer.

### Step 2:

Inspect the mask to ensure it is not damaged. If the mask is damaged properly dispose of it and select another.

### Step 3:

Turn the mask so that the colored side is facing outward

### Step 4:

Put the mask over your mouth and if there is a metallic strip, press it to fit the bridge of your nose.

### Step 5:

Put the loops around your ears

### Step 6:

Make sure your mouth and nose are covered and there are no gaps. Expand the mask by pulling the bottom of it under your chin

### Step 7:

Press the metallic strip again so it moulds to the shape of your nose, and wash your hands again.

### Step 8:

Don't touch the mask while wearing your wearing it. If you do, wash your hands.

### Step 9

Do not wear the mask if it gets wet or dirty. Don't reuse the mask. Follow the correct procedure for removing the mask.



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## Removing the Mask

Step 1:

Wash your hands with soap and water or use an alcohol-based hand sanitizer.

Step 2:

Lean forward to remove your mask. Touch only the ear loops or ties, not the front of the mask.

Step 3:

Dispose of the mask safely

Step 4:

Wash your hands with soap and water or alcohol-based sanitizer. If required, follow the procedures for putting on a new mask

## Physical Distancing

Physical distancing means making changes in your everyday routines in order to minimize close contact with others. Physical distancing is critical to stopping the spread of COVID-19. Protect yourself, your loved ones and our community from COVID-19.

Keep about two meters apart when outside your residence.

Some tips for practicing physical distancing:

- Greet others with a wave instead of a handshake, kiss, or hug
- Exercise at home or outside
- Pick up your groceries at off peak times
- Work from home if possible
- Go outside for fresh air
  - Go for a run, bike ride, rollerblade, walk the dog, or get the mail while maintaining safe physical distancing from others

Remember to:

- Stay at home when you are sick, even if symptoms are mild
- Avoid crowded places and non-essential gatherings
- Cough or sneeze into your elbow
- Do not touch your hands your face with unwashed hands
- Wash your hands regularly



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#### How to Isolate

For those who have symptoms and/or have had a possible exposure to COVID-19.

#### Stay home for at least 10 days after onset of symptoms / possible exposure

- Do not go to work or public areas including places of worship, stores and restaurants
- If you need anything call the coordinator at (250 230 3838) make arrangements to have the necessities dropped off
- If you need to go to the hospital/doctor
  - call the Coordinator at 250 230 3837
  - the coordinator will make transportation arrangements to the Stewart Health Care Center
  - the coordinator will call the Stewart Health Center at 250 636 2221 and inform them that you are coming in and have symptoms of COVID-19 so they can prepare for you.

#### Do not have visitors to your accommodation

- Have the coordinator, friends, and family drop off food or other necessities outside the accommodation.

#### Keep distance

- Keep a distance of at least 2 meters
- Wear a mask that covers your nose and mouth

#### Over your coughs and sneezes

- Cover your mouth and nose with a tissue when you cough or sneeze
- Cough or sneeze into your upper sleeve or elbow, not your hand
- Throw used tissue into a lined wastebasket and wash your hands
- Wash your hands after emptying the waste basket

#### Wash your hands

- Wash your hands often with soap and water
- Dry your hands with a paper towel
- Use an alcohol-based hand sanitizer if soap and water are not available.



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### Wear a mask

- Wear a mask (surgical or procedure mask) if you must leave your house to see a health care provider.
- Wear a mask when you are with other people

### Recovery and ending isolation

You are required to stay in your accommodation and isolate for a minimum of 10 days from the onset of symptoms/exposure. You may return to work if:

- At least 10 days have passed since the start of your symptoms/exposure, **AND**
- Your fever is gone without the use of fever reducing medications (e.g. Tylenol, Ibuprofen), **AND**
- You are feeling better (e.g. improvement in cough, runny nose, sore throat, nausea, vomiting, diarrhea, fatigue).
- Coughing may persist for several weeks, so coughing alone does not require you to continue self isolation
- If you are experiencing your usual symptoms of seasonal allergies, you do not need to self isolate
- Sometimes people with COVID-19 have mild illness, but their symptoms may suddenly worsen in a few days. If your symptoms worsen or you become short of breath call the Stewart Health Center at 250 636 2112 right away and follow their instructions. If there is no response from the Stewart Health Center call the safety coordinator at 250 230 3837.



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### Cleaning and Disinfecting

The virus that causes COVID-19 is easily destroyed by mild soap and water. It works well for handwashing, but cleaning surfaces, especially high-contact surfaces, which are surfaces that are contacted frequently and /or by many people.

### *How is COVID-19 Spread?*

COVID-19 is an infectious disease that mainly spreads among humans through direct contact with an infected person and their respiratory droplets.

The following chart taken from the Association of Mineral Exploration *COVID-19 EXPLORATION SAFETY GUIDELINES* provides a reference for the amount of time the virus is known to remain viable on different surfaces.

| <b>Surface</b>  | <b>Examples</b>   | <b>Viability Window</b> |
|-----------------|---|-------------------------|
| Metal           | Door handles, seatbelt clips, chisels, hammers, digging tools | 5 days                  |
| Wood            | Furniture, staking posts, construction materials              | 4 days                  |
| Plastics        | Packaging, ore bags, rubber grips, GPS units, touch screens   | 2 to 3 days             |
| Stainless Steel | Pots and pans, cutlery, metal sample tags                     | 2 to 3 days             |
| Cardboard       | Packaging, boxes, sample tag books                            | 24 hours                |
| Aluminum        | Soda cans, sample tags, scribes                               | 2 to 8 hours            |
| Glass           | Drinking glasses, mirrors, windows                            | 5 days                  |
| Ceramics        | Tableware, dishes, insulators                                 | 5 days                  |
| Paper           | Notebooks, receipts, sample bags                              | 5 days                  |

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## Occupational First Aid Attendants Training for COVID-19 Protocols

### *Scenario 1: Self-treatment*

A first aid attendant receives a call stating a worker has injured her hand. The attendant collects as much information about the severity of the injury as possible. The injury is deemed minor with no other concerns so the attendant goes to the worker, but stays 2 meters away.

On arrival the attendant asks:

- Is anyone sick or in self isolation in your household?
- Are you able to administer first aid to yourself if I tell you what to do, and how to do it?

After the first aid attendant has conducted the interview, the attendant visually assesses the patient and the wound from a distance and asks the patient about underlying conditions relating to the injury.

Take a picture of the injury with Date and Time Stamp on.

- Maintain physical distance of 2 meters
  - Use zoom on camera if necessary, to get as much detail as possible
- Record identifying information in the First Aid Record and the photo log.
- If the patient does not want you to take the picture respect their wishes

The attendant then places the required first aid supplies on a surface 2 meters from the patient. The attendant will then step back and direct the patient to pick up and apply the supplies.

The first aid attendant then verbally conducts a modified secondary survey and documents the findings in the First Aid Record.

Take a second picture after treatment of the injury with Date and Time stamp on

- Maintain physical distance of 2 meters
  - Use zoom if necessary, to get as much detail as possible
- Record identifying information on First Aid Record and the photo log

### *Scenario 2: Occupational First Aid Attendant Level 1 With Intervention*

The first aid attendant receives a call about a worker who was struck in the head and is unresponsive. The attendant immediately activates the Emergency Response Plan. On approaching the scene, the first aid attendant conducts a scene assessment and dons appropriate PPE including at a minimum:

- Goggles or face shield
- Disposable coveralls or disposable lab coat
- Disposable nitrile gloves
- N95 face mask



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Once PPE is on, the attendant approaches the patient and conducts the primary survey to determine what, if any critical interventions are required. The attendant positions the patient in the  $\frac{3}{4}$  prone position to ensure that the airway is open and no further interventions are needed. Only one person (the attendant) needs to be in contact with the patient; all others can stay 2 meters away. The attendant monitors the patient until the OFA 3 or the ambulance arrives. If it is the OFA 3 that arrives the attendant will become the helper. If any more helpers are required the first aid attendant will instruct the helpers to don full PPE, including:

- N95 mask,
- disposable nitrile gloves,
- safety glasses/face shield,
- disposable apron/lab coat/coveralls

These supplies will be part of all Level 2 and Level 3 kits.

*Scenario 3: Occupational First Aid Level 3 With Intervention and Emergency Transportation Vehicle for Transport*

The first aid attendant receives a call about a worker who has been struck in the head and is unresponsive. The attendant immediately activates the Emergency Response Plan and arrange for the Emergency Transport Vehicle is made ready.

On approaching the scene, the first aid attendant conducts a scene assessment and dons the appropriate PPE, including:

- N95 mask,
- disposable nitrile gloves,
- safety glasses/face shield,
- disposable apron/lab coat/coveralls

Once the PPE is on, the attendant approaches the patient:

- ensures an open airway
- once airway open and clear, the attendant stabilizes the patient's head with sand bags and insert an oral airway (using the appropriate protocols) to protect and maintain the airway

Next the attendant will conduct a primary survey to determine if any other critical interventions are necessary. Only one person (the attendant), need to be in contact with the patient, all other should stay 2 meters away.

Helpers will be needed to assist the first aid attendant in lifting the patient into the basket and the ETV/helicopter). Helpers will don PPE including:

- N95 mask,
- disposable nitrile gloves,
- safety glasses/face shield,
- disposable apron/lab coat/coveralls



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This PPE will be in the Emergency Transport Vehicle, back seat.

The patient will be covered, including their face (as long as it does not interfere with critical interventions/patient comfort) for loading.

Once the patient is loaded instruct the helpers to remove and dispose of their PPE according to protocols and wash their hands with soap and water. If soap and water is unavailable the worker will use a hand sanitizer with a minimum of 60% alcohol.

## Communication Plan

- Posters reminding workers of ways to break the train of transmission of COVID-19
  - Practicing good hygiene and cleaning
  - Proper cough etiquette
  - Physical distancing
  - Masks
  - Occupancy limits will be posted
- Safety meetings
  - A COVID-19 prevention strategy will be discussed at every safety meeting, in addition to topics regularly covered
- COVID-19 training will be incorporated into the orientation
  - COVID-19 training will be done with all employees before starting work
- Handouts
  - Handouts on preventing the spread of COVID-19 will be available from the Coordinator

## Additional Resources / Contacts

- HealthLinkBC: <http://www.healthlinkbc.ca/health-feature/coronavirus-disease-covid-19>
- BCCDC website: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19>
- Coordinator: 250 230 3837
- Stewart Health Center: 250 636 2221
- WorkSafeBC: <https://www.worksafebc.com/en/about-us/covid-19-updates/health-and-safety>



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## Appendices



Appendix 1 - Ascot Resources COVID-19 Screening Tool

Name (Print) \_\_\_\_\_ Company \_\_\_\_\_

In person: Yes                  No                  Telephone Call: Yes                  No

Date: \_\_\_\_\_ Time In: \_\_\_\_\_

If you or any members of your household have travelled outside of Canada within the past 14 days, the exception to this rule is workers traveling through Hyder Alaska for the sole purpose of traveling to and from the worksite, you are not permitted to enter Ascot Resources worksites.

**Section A:**

Are you experiencing any of the following symptoms with unknown cause?

- Fever  Yes  No
- Cough  Yes  No
- Shortness of breath  Yes  No
- Difficulty breathing  Yes  No
- Chills  Yes  No

Have you had contact with any person with, or under investigation for, COVID-19 in the last 14 days?  Yes  No

Have you or any of your household travelled outside of Canada?  Yes  No

OFFICE USE ONLY

In-person, the person being screened was:

- Unfit to work and sent home.  Yes  No
- Sent back to work  Yes  No
- Referred to doctor or Public Health  Yes  No

On the telephone, the person being screened was:

- Instructed to stay or remain at home  Yes  No
- Referred to doctor or Public Health  Yes  No
- Advised they can come to work  Yes  No



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**SECTION B:**

If the person being screened was directed to self-quarantine for 14 days post-travel/exposure risk, indicate the start date: \_\_\_\_\_ and the end date: \_\_\_\_\_

Appendix 2 - Check List for Cleaning / Sanitizing Trucks at Start of Shift

Names: \_\_\_\_\_ Work Pod: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Shift: Day Night  
 \_\_\_\_\_

The following high touch areas should be wiped down with a disinfecting cleaner

- Seat belt buckles
- Seats
- Head rests
- Arm rests
- Dash controls and buttons
- Ventilation grilles and knobs
- Rear view mirror
- Steering wheel and controls
- Door handles (inside and out)
- Window buttons
- Grab handles and seat adjusters
- Wiper and turn signal handle
- Shifter
- Radio and communication devices
- CHECK:
  - Waste / garbage properly disposed off
  - Paper towel
  - Hand sanitizer
  - Disinfecting spray cleaner
  - Garbage bags



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### Appendix 3 – Check List for Enhanced Cleaning in Accommodation

- Apartment\_\_\_\_\_
- Geo House
- Level 6 Bunkhouse
- Other \_\_\_\_\_

In shared accommodation the following areas should be wiped down at the very minimum daily.

- Bathroom (should be cleaned after each use)
  - o Sink
  - o Toilet
  - o Vanity
- Common tables
- light switches
- door handles
- Counter tops
- handrails
- other