

COVID-19 Safety Plan	<i>Island Römer Adventures</i>
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Purpose of COVID-19 safety plan

This COVID-19 Safety Plan has been created by Island Römer Adventures to outline the policies and procedures that have been put in place to protect Island Römer Adventures guides, guests and others from the potential transmission of COVID-19 while participating in its activities. This plan follows the WorkSafeBC six step process for developing a COVID-19 safety plan and aligns with current Provincial Health Officer (PHO) orders and WorkSafeBC requirements.

Responsibilities

Island Römer Adventures ownership and management are responsible for the development of this plan including ensuring that adequate resources are made available to implement and sustain the plan.

All Island Römer Adventures employees and contractors will follow this safety plan as a condition of employment. All guests must follow this safety plan as a condition of commencing in our activities.

The owner, Richard Römer, is responsible for implementing this safety plan throughout the workplace.

Employees are responsible for participating in the development, implementation and ongoing sustainment of the COVID-19 safety plan. If employees have any concerns regarding this plan they are to bring them to the attention of Richard Römer, owner of the company.

STEP 1 – Identify the risks

COVID-19 is an illness (disease) caused by a coronavirus. This particular coronavirus is a new virus that was first recognized in December 2019, originating in Wuhan, China. Coronaviruses are a large family of viruses, some of which infect animals and others that can infect humans. The World Health Organization declared COVID-19 a global pandemic on March 11, 2020.

Symptoms of the disease range from mild to severe and can be fatal. Symptoms can appear up to 14 days after initial exposure and include:

- Fever
- Chills
- Cough
- Shortness of breath
- Sore throat and painful swallowing
- Stuffy or runny nose
- Loss of sense of smell
- Headache
- Muscle aches
- Fatigue
- Loss of appetite

The virus that causes COVID-19 spreads from person to person in several ways, including through droplets when a person speaks, coughs or sneezes, or from touching a contaminated surface before touching the face. The risk of transmission increases the closer you come to other people, the more people you come into contact with and the length of time you spend with other people. This is why it is critical to control these interactions in the workplace, to help reduce the transmission of COVID-19.



The following areas have been identified as areas where employees and/or guests may gather:

- The kayak launch area where kayaks are unloaded and loaded from the trailer, kayaks are prepared for the tour including instruction to guests.
- The main parking lot of Neck Point Park as introduction to the Neck Point Röming Game.

The following tasks bring our employees close to one another or to guests:

- Moving kayaks on and off the trailer.
- Helping guests in and out of their kayak.
- Launch kayaks.
- Kayak instruction and Neck Point Röming Game instruction.

The following tools, machinery and equipment have been identified as items that employees and/or guests share:

- Guests will use an assigned kayak and equipment.
- Kayaks, paddles, sprayskirts, and PFD's might be handled by both guides and employees.
- Treasure chest of the Neck Point Röming Game

The following items have been identified as high touch items:

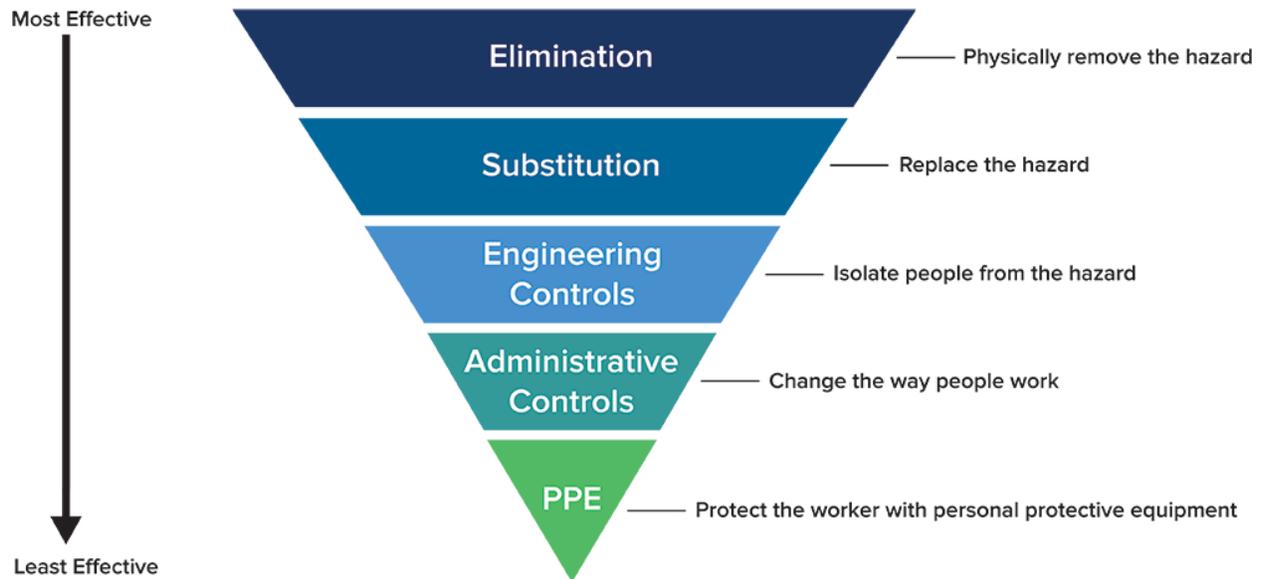
- Paddles
- Combing of kayak.

STEP 2 – Control the risks

The overarching aim is to reduce the risk of the virus spreading through droplets in the air and from touching a contaminated surface and then touching the face. Therefore, any controls that are adopted within the workplace should always reflect that. Different controls will offer varying levels of protection and the preferred option is always the control that offers the highest level of protection. This approach to controlling risks is referred to as the “hierarchy of controls”. This process involves assessing the risk (likelihood of harm or injury) associated with different hazards (something with the potential to cause harm or injury).

In some cases, it may be necessary to combine different levels of protection in order to control one particular risk. An example of this, in relation to managing the risk of COVID-19 transmission, is to install barriers to separate people (engineering control) and to wear a mask (personal protective equipment).

Types of risk controls



Elimination or Substitution are the highest, most effective levels of control and involve removing the risk of exposure to a given hazard entirely, or substituting a hazard for something that is less harmful.

We have implemented the following controls to limit the number of people during our activities and to ensure physical distancing:

- The office of Island Römer Adventures is closed to the public.
- Group size is limited to a maximum of 12 and is generally between 2 and 6 guests and one guide.
- Group size will be limited to the extended social circle ('Covid-bubble') as much as possible.
- Guests and guides meet outside.
- A distance of 2 m can be maintained during most parts of the activities.
- Verbal instruction and limit the physical support from the guide as much as possible.
- Regular hand washing.
- Food and drinks are not provided during activities, guests should bring their own food, snacks and drinks.

Engineering controls:

- No physical barriers during activities.
- Office is closed to the public.

Administrative controls:

We have put the following administrative controls in place:

- Guests are required to monitor their personal health before they go.
- Guests are required to read and sign the Covid-19 Customer Information provided by Island Römer Adventures.
- Kayaks and equipment and the treasure chest are cleaned beforehand and after the activity.
- Guests bring their own non-medical face masks, hand sanitizer, soap and towel.

Personal Protective Equipment (PPE): This is the least effective option in terms of protection and should be considered if the higher levels of protection don't allow you to adequately control the risk. PPE should be used in addition to other control measures and not in isolation.

We have put the following PPE controls in place:

- Non-medical face masks or buff will be worn if the distance between guide and guests is less than 2 m distance.
- Guests will bring their own non-medical face masks.
- Due to safety concerns non-medical face masks will not be worn during activities on the water.

When an incident or emergency (first aid, capsized) occurs on or off the water the guide may come within two metres of or in physical contact with a participant. Depending on the urgency (capsized may require a quick response in comparison to a minor first aid incident) the guide will wear gloves and a non-medical facemask or buff and will have hand sanitizer available should contact become necessary.

STEP 3 – Develop Policies and Procedures

Cleaning and Disinfection

The cleaning and disinfection of surfaces, especially high-contact surfaces, forms an important part of safe work practices for controlling COVID-19 during activities. Cleaning and disinfection are often referred to as a “two-stage” process. Cleaning removes visible surface dirt and debris, whereas disinfection destroys bacteria and viruses.

- Kayaks and equipment are collected in toads on tarps.
- Kayaks and equipment are rinsed with fresh water, cleaned with water and soap and rinsed again with fresh water.
- Kayaks and equipment are placed outside to dry (exposed to direct sunlight).
- The Neck Point Röming Game treasure chest is cleaned with alcohol wipes.

Hand washing

Regular hand washing is an important step in controlling the spread of COVID-19 during activities. Island Römer Adventures guides must wash their hands when they arrive at the launch site or parking lot, before and after breaks, after coughing, sneezing or touching the face, after using the washroom and before leaving the activity. Soap and water are preferred but are not always available. Hand sanitizer with a 70% alcohol base can be used when soap and water is unavailable, or as an additional control.

Daily Health Screening

All Island Römer Adventures guides must complete a daily health declaration before starting a guided activity. Daily health declarations will be tracked using an excelsheet and email to Richard Römer. Guides must review the below information before commencing a guided activity.

1. Have you travelled outside Canada within the last 14 days?
2. Have you been identified by Public Health as a close contact of someone with COVID-19?
3. Have you been told to isolate by Public Health?
4. Are you displaying any of the following new or worsening symptoms?
 - Fever or chills
 - Cough
 - Loss of sense of smell or taste
 - Difficulty breathing
 - Sore throat
 - Loss of appetite
 - Extreme fatigue or tiredness
 - Headache
 - Body aches
 - Nausea or vomiting
 - Diarrhea

Anyone answering yes to questions 1-3 must follow the advice of Public Health and not attend the workplace. Anyone displaying any of the symptoms listed above must not attend the workplace and should call HealthLinkBC at 811 for further direction from Public Health.

Any guide that receives a positive COVID-19 test result will not be allowed to return to do guided activities until they have a negative COVID-19 test result or a note from the doctor stating they are no longer infectious.

If any guide becomes ill during a guided activity, they are to don a mask and report to Richard Römer, owner of Island Römer Adventures. The guide will be isolated and arrangements will be made for them to go home.

First Aid

All Island Römer Adventures first aid attendants must follow the WorkSafeBC Occupational First Aid Attendants (OFAA) guidelines when responding to a first aid emergency in the workplace.

STEP 4 – Communication and Training

During an activity everyone must understand how to keep themselves and others safe. Training of guides include the need to stay at home when sick, understanding occupancy limits, cleaning and the hand washing procedures. Guides will acknowledge they received and understand the

STEP 5 – Updating the COVID-19 Safety Plan and Monitoring the Workplace

Richard Römer, owner, is responsible for implementing this COVID-19 safety plan throughout the guided activities.

Richard Römer is responsible for reviewing and updating this COVID-19 safety plan whenever Provincial Health Officer orders, other government requirements and WorkSafeBC protocols change and at least reviewed on a quarterly basis.

