



Mines Industrial Camp Operator Screening

The Province of British Columbia has initiated emergency measures to slow the spread of COVID-19. Industrial Camp Operators must ensure a safe workplace for their workers and demonstrate proof of an Infection Prevention Control protocol (IPCP).

Before you complete this form:

1. Read the Public Health Officer guidance document [Protecting Workers, Contractors, and Employers Working in the Natural Resource Sector During the COVID-19 Pandemic](#)
2. Complete a COVID-19 risk assessment of your Industrial Camps by following the directions in the guidance document
3. Create your Infection Prevention and Control protocol

If you need assistance completing these risk assessment or infection prevention tasks, please contact the EMPR Regional Office listed at the end of this document.

PART 1: Disclaimer

By submitting this form, you are subject to a site inspection

The Province of BC will use the information you provide through this online form for the site inspection that determines your compliance with the COVID-19 Industrial Camps Provincial Health Order

If you fail to comply with these requirements, the Provincial Health Officer order enables the authority to take enforcement action against you under Part 4, Division 6 of the Public Health Act.

PART 2: Contact Information

Registered Business Name: _____

Primary Contact

First Name: _____ Last Name: _____

Phone Number: _____ Alternate Phone: _____

Email Address: _____

Business Address

Address Line 1: _____

Address Line 2 (Optional): _____

City: _____ Province: _____ Postal Code: _____

COVID-19 Coordinator

First Name: _____ Last Name: _____

Phone Number: _____ Alternate Phone: _____

Email Address: _____

Provide your accommodation details

Operation Start Date: _____ Operation End Date: _____

Closest Community/Town/City: _____

Number of workers at this location: _____

Type of accommodation for workers at this location (check all that apply) Tents near worksite

Details (eg: "1 km from HWY 1 at 100 Mile House north on Logging Road"): _____

 Motel/Hotel in town

Name: _____

Address Line 1: _____

Address Line 2 (Optional): _____

City: _____ Province: _____ Postal Code: _____

 Workers home in community**Authorization Information**

Please provide your mine identifier(s):

Mine Number: _____

Mines Act Permit: _____

Part 3: Before Operations Begin

Before operations begin, please check all that apply

Please note that questions **2, 3, and 4** are not relevant if your accommodation is a private residence

1. COVID-19 Information

Industrial Camp Operators need to make workers aware of the risks of COVID-19 and be prepared if workers have questions about COVID-19.

- I have signage in place in the appropriate language on how employees can protect themselves from COVID-19.
- I have someone identified that workers can go to if they have questions on COVID-19.

2. Provide safe lodging and accommodation: General Worker

Industrial Camp Operators must be able to provide accommodations that minimize crowding, social interactions, and provide sufficient physical distance (individual tents or beds 2m apart and head-to-toe in shared accommodations).

- 1) Do your Common areas allow for physical distancing of 2m / 6ft at all times?
 - Yes
 - No
- 2) Do you have individual/single beds or shared sleeping areas?
 - Individual Beds or Single beds
 - Shared sleeping areas

3. Self-isolation space if a worker comes down with COVID-19-like symptoms

- I understand what is needed for a person to self-isolate.
- I have the accommodation to let a worker self-isolate in a separate accommodation than other workers or arrange for separate accommodation.

4. Make sure laundry services are available and handled safely

Laundry must be performed properly to reduce the risk of disease transmission of COVID-19, including using hot water for laundry machines and having adequate supply of detergent.

- I have laundry services available for regular use

5. Practicing waste management: At work-site and accommodation

Proper collection and removal of garbage is crucial to reducing the risk of disease transmission. This includes wearing disposable gloves to remove waste from rooms and common areas and using sturdy, leak resistant garbage bags for containing waste.

- I have disposable gloves for the handling of garbage
- I have a waste removal schedule
- I have sturdy, leak resistant garbage bags

6. Have proper hand-washing facilities: At work-site and accommodation

Helping workers to engage in hand hygiene prevents or reduces the spread of COVID-19 and other illnesses. Industrial Camp Operators should ensure easy access to hand hygiene facilities either through hand hygiene stations or the provisions of hand sanitizer at the work site and at the accommodation site.

- I have an adequate number of hand-washing stations (either permanent or portable) available to workers
- There is an appropriate supply of soap and water
- I have supplemented with waterless hand sanitizers with a minimum of 60% alcohol where appropriate
- I have provided disposable paper towels
- I have put up signs to promote regular hand-washing

7. Physical Distancing: At work-site, accommodation and during transport.

Keeping a 2-meter distance between people is one of the most important ways to break the chain of transmission of COVID-19. Industrial Camps Operators can take practical steps to ensure physical distancing is maintained while workers are transported to or from the work site, while working indoors or outdoors, during break times.

Physical barriers such as the use of plexi-glass, face shields, masks, and other techniques can be used where physical distancing is not possible.

- I have taken steps to ensure physical distancing can be maintained during and after work
- I have physical barriers like face shields or masks for situations where physical distancing is not possible

8. Have a Cleaning and Disinfecting Schedule

All common areas and surfaces should be cleaned at the start and end of each day. Examples of common areas and surfaces include washrooms, common tables, desks, light switches, and door handles. Regular household cleaners are effective against COVID-19, following the instructions on the label.

- I have a schedule to ensure common and high-touch areas are cleaned or disinfected at the start and end of each day

9. Transportation of Workers

Modes of Transportation (choose all that apply):

- One person per vehicle
 - Buses or Vans
 - Trucks and Cars
 - Helicopter
-
- I have made arrangements so that where workers are required to travel together in vehicles or helicopters to the work site, workers will travel with their work pod.
 - Procedures for frequent vehicle cleaning and physical distancing or use personal protective equipment have been developed and communicated to the workers prior to being transported to the worksite.

Part 4: After Workers Arrive

Once your workers arrive at the location, you are expected to continue your work enacting an infection control plan and minimize the risk of transmission of COVID-19 through the following key activities.

1. Implement COVID-19 Employee Education

Industrial Camps Operators need to make workers aware of the risks of COVID-19 and be prepared if workers have questions about COVID-19.

- I have signage in place in the appropriate language on how employees can protect themselves from COVID-19.
- I have someone identified that workers can go to if they have questions on COVID-19.

2. Train workers on COVID-19 infection control

Industrial Camp Operators must provide workers with training in their language about the risk of COVID-19, safe work practices, and how to report symptoms.

- I have materials ready on the risk of exposure of COVID-19 and the signs and symptoms of the disease

- I have materials ready on hand-washing, physical distancing, and cough/sneeze etiquette
- I can provide locations of washing facilities, including dispensing stations for alcohol-based hand rubs
- I have materials ready on how to seek first aid
- I have materials ready on how to report an exposure to or symptoms of COVID-19

3. Meals Preparation: Practice safe food handling

All employers and employees must practice good food handling and hygiene practices.

This includes safe food practices like protecting foods from contamination, minimizing direct handling of food and preventing cross contamination of foods.

- I have schedules in place for kitchen/eating areas to limit contact and maintain 2-metre physical distancing
- Each employee has their own dishware, utensil and drinking cup
- Used dishware will be washed immediately

Part 4: If Workers Become Ill

1. Plan to manage individuals with suspected COVID-19 Infection

Industrial Camp Operators must have a plan and protocol to deal with workers demonstrating symptoms of COVID-19, including immediate self isolation of the worker and notifying the local health authority.

If two or more workers become sick, you must notify the local Medical Health Officer of the outbreak.

- I am prepared to promptly separate the individual from others in their own accommodation
- I am prepared to provide individuals exhibiting symptoms of COVID-19 with a surgical/procedural mask or tissues to cover their mouth and nose
- I am prepared to direct the person to call HealthLinkBC (8-1-1)
- I am prepared to clean and disinfect any rooms that the person has been in while symptomatic
- If commercial accommodation is being used to self-isolate, then I will inform management of the situation and necessary requirements

2. Providing Food for Ill Workers

- I am able to provide food in a safe manner to a self-isolated worker

i What does this mean?

- Gloves are required when delivering or picking up food trays.
- Proper hand hygiene must be practiced before delivering and after picking up food trays.
- Do NOT enter a room to deliver or pick up food trays for workers who are ill. Deliver and pick up food trays from outside their accommodation.

3. Housekeeping for Ill Workers

- I am able to perform adequate housekeeping for a self-isolated worker

i What does this mean?

- Site operators must identify and record the locations of all self-isolating guests.
- Do NOT provide cleaning service inside rooms or tents where people are in self-isolation.
- Ensure staff do NOT enter self-isolation rooms or tents until authorized.
- Use alternate means of assisting workers in isolation, such as leaving fresh linens, toiletries and cleaning supplies outside their accommodation during the period of isolation.
- Once the individual(s) in self-isolation have left their accommodation, complete a thorough cleaning of all hard surfaces with an approved disinfectant, launder all removable cloth items (sheets, towels).
- Discard all personal soap and shampoo remnants.

4. Waste Management for Ill Workers

- I am able to perform waste management for supporting a self-isolated worker

i What does this mean?

- Wherever possible, waste from all self-isolation rooms or tents should be handled by a designated person or small, designated team.



As COVID-19 recommendations are evolving daily, please keep up to date with BC Centre for Disease Control guidance

Part 5: Verification

Please review your answers

- I certify this information to be accurate
- I agree that my Industrial Camps will be subject to a site inspection

Regional Office Contacts:**Mines Competitiveness and Authorizations Division (for submitting form):**

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Northeast/Central:

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Mailing Address: 2nd Floor, 3726 Alfred Avenue, Smithers, B.C. V0J 2N0

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Mailing Address: 2nd Floor, 441 Columbia Street, Kamloops, B.C. V2C 2T3

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Mailing Address: 202-100 Cranbrook Street North, Cranbrook, B.C. V1C 3P9

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Southwest

Mailing Address: PO Box 9395, STN PROV GOVT, Victoria, B.C. V8W 9M9

Physical Address: 3rd Floor, 1810 Blanshard Street, Victoria, B.C.

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