KPU | KWANTLEN POLYTECHNIC UNIVERSITY

Program/Course Health & Safety Form

Date: 8/10/2020	**Campus:** Langley
Faculty: Science and Horticulture	**Program**: Brewing and Brewery Operations – **HOPS 2310 L01 and L02**
Date of first groups of students on campus: 1/18/2021	**Date of first groups of students to leave campus:** 3/1/2021
Date of second group of students on campus (if needed): 1/18/2021	**Date of second group of students to leave campus (if needed):** 3/1/2021
Number of students anticipated on campus and on which days: The students in the cohort will be split into two groups (current class size 16). Room W 1370 on Langley Campus will accommodate 8 students per group. Mondays – Jan 18, 25, Feb 1, 8, 22, Mar 1 No labs are scheduled during the week of Feb 15. L01 – 9:00 – 10:30 L02 – 11:00 – 12:30	**Number of employees on campus to support this program and on which days:** Langley: 2 lab instructors on Mondays **Instructor Name:** Alek Egi Martina Solano Bielen

Rationale for why students need to be on campus:

To conduct six labs that require in-person instruction to learn sensory techniques used in the brewing industry to select and train a sensory panel, and to assess the quality of raw materials, in-process streams, finished products, and packaged beer. These techniques include: flavour threshold test, detection of beer attributes and defects, and consumer tests (paired preference and acceptance tests). This will ensure students meet learning outcomes of 2 year programs recognized by the Master Brewers Association of the Americas (currently recognized since 2017), as well as the learning outcomes required for enrolling to the course for which HOPS 2310 is a prerequisite (HOPS 2405, Brewing 4) in the Brewing and Brewery Operations program.

Have you informed the Registrar of the scheduling requirements for this course? Yes/no and when informed?

The scheduling office will be notified on August 21st.

PPE requirements for students, faculty, and staff (quantity needed).

- PPE will be provided for faculty and staff; however, students will be required to provide their own non-surgical masks. OR Face masks: 18 (16 students and 2 instructors).
- Nitrile gloves: 1 box of Large size and 1 box of Small size
- Sanitizing spray (70% alcohol solution) in 8 spray bottles/squeeze bottles
- Extra paper towels

Has there been consultation with the Faculty OH&S Committee or the instructor?

Draft of this proposal was written by lab instructor Martina Solano Bielen and revised by course instructor Alek Egi. David Florkowski visited the lab space on July 24th, 2020.

Students must conduct COVID-19 self-assessment prior to arriving on campus and attending class. If you are experiencing any signs and symptoms that may be related to COVID-19, you need to remain home, contact 811, then contact the instructor to determine next steps. Instructors/lab staff will check in with you when you arrive on campus to ensure that this is being strictly followed.

Safety Plan for Employees and students:

Prior to entry of the lab, students will be instructed to:

- Wash your hands as soon as you enter the lab
- The doors will be propped open to eliminate the necessity to touch door handles
- Follow the directional arrows on the floor
- Use the same table and chair.
- Use the tray and cups that are assigned to you
- Maintain a physical distance of at least 2 meters at all times
- Don't touch your face, nose and/or eyes

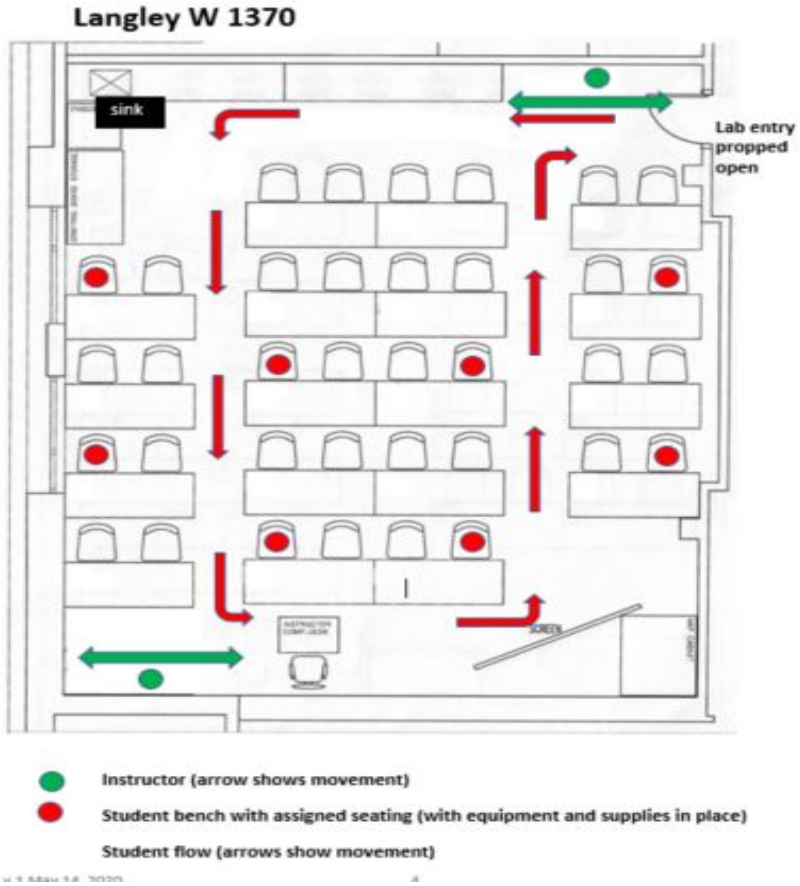
All the materials (tray, cups, samples, and test form) students will require for each lab session will be available at the station. Everything will be thoroughly cleaned and sanitized for everyone's safety: tables, chairs and trays will be sanitized, a new plastic disposable cup will be used for every sample, and crackers will come in individual pre-packaged portions. The trays will be put together by instructors wearing new gloves in every lab prep and a face mask and will be brought to each of the stations before the students arrive.

There will be no shared equipment. All students will be sitting in their own chairs during the entire lab. Once all the students finish the sensory test there will be a discussion about the results and the data will be verbally collected.

Students will come in and leave the room in a controlled fashion, one by one, following the arrows on the floor while maintaining physical distancing and wearing PPE. The first student to enter the lab will be sitting furthest away from the lab door. The last student to leave the lab will be sitting closest to the lab door. Trays will be brought to the benchtop at the back of the room in the process of leaving the station. An instructor will take care of discarding liquid in the sink and collecting cups in a garbage bag. Trays and table surfaces will be sanitized after each session with 70% ethanol and wipes.

Employees will be required to wear gloves when: • Preparing the trays with test samples for students Students and employees will be required to wear a face mask when: • Preparing the trays with test samples for students • At all times except when taking samples (drink/food). • If they are required to be within 2 meters of another person	
Have you consulted with Dr. David Florkowski, AVPA before submitting this request? Dr. Florkowski visited the lab space on July 24th, 2020.	
Submitted by: Elizabeth Worobec, Dean, Faculty of Science and Horticulture	
Approved by Provost and VPA: Dr. Sandy Vanderburgh	**Signature:** Click or tap here to enter text. **Date:** C Digitally signed by Sandy Vanderburgh DN: cn=Sandy Vanderburgh, o, ou, email=sandy.vanderburgh@kpu.ca, c=CA Date: 2020.10.10 11:24:38 -07'00'
Approved by the Office of Health & Safety **Name:** Click or tap here to enter text.	**Signature:** Click or tap here to enter text. **Date:** Click or tap to enter a date. Pablo Dobud Digitally signed by Pablo Dobud DN: cn=Pablo Dobud, o=Kwantlen Polytechnic University, ou=Human Resources, email=Pablo.Dobud@kpu.ca, c=CA Date: 2020.10.06 16:49:15 -07'00'

Insert sketch(es) of classroom arrangement and "flow of students" here (next page).



Langley – West 1370
10 student capacity
Panoramic view of student stations

Langley – West 1370
10 student capacity
Representative student stations (outlined by green masking tape)

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COVID 19-Classroom/Shop/Laboratory Safety Plan Checklist

Department: Brewing

Campus: Langley

Completed by: Elizabeth Worobec

Date: August 26, 2020

Overview

- The following checklist must be completed for spaces being used for face to face activities/instruction.
- The intent is to ensure that minimum requirements are being considered to maintain safe spaces for employees and students in our classrooms, shops and laboratories.
- This checklist is by no means exhaustive and there may be other measures unique to your spaces that may need to be considered in developing your classroom/shop/laboratory safety plan.
- The requirements identified are consistent with the current guidelines provided by the Provincial Health Officer, BC Center for Disease Control and WorkSafe BC.

When completing this checklist describe the implementation details for each item indicated as "yes".

Draft

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1. Orientation, information and training on the Department's Covid-19 Safety plan has been provided to employees and students?
   Yes ☑ Not Applicable ☐

2. Handwashing posters posted in all washrooms?
   Yes ☑ Not Applicable ☐

3. Students/employees are reminded to practice good hygiene during class and to wash hands immediately before and after class?

Yes ☑ Not Applicable ☐

4. Nearest handwashing sink located, is stocked and has been identified to students?

Yes ☑ Not Applicable ☐

5. Students have been advised that no eating/drinking is permitted during classes in classroom/shop/lab?

Yes ☑ Not Applicable ☐

6. Physical distancing posters posted in classrooms/shops/labs and throughout the common areas?

Yes ☑ Not Applicable ☐

7. The maximum number of persons allowed in a space has been determined in order to maintain 2-meter physical distancing?

Yes ☑ Not Applicable ☐

8. Occupancy limit signage posted on door?

Yes ☑ Not Applicable ☐

Draft

9. Directional arrows to support flow of people throughout the teaching space are in place? Provide a floor plan with your plan indicating direction of flow of people, location of workstations, entry and exit points.

Yes ☑ Not Applicable ☐

10. If applicable, Facilities has been notified of additional cleaning needs for building/classrooms/shop/lab?

Yes ☑ Not Applicable ☐

11. If applicable, Facilities has been notified of additional signage required for the classroom/shop/lab?

Yes ☑ Not Applicable ☐

12. Students have been provided instruction on where to spend their break time? (No social gatherings, leave the building, in their cars)

Yes ☑ Not Applicable ☐

13. Classroom/shop/lab set up to allow for 2 meters physical distancing between all occupants?

Yes ☑ Not Applicable ☐

14. Demonstration and work areas set-up to allow for 2 meters physical distancing?

Yes ☑ Not Applicable ☐

Draft

15. If physical distancing or other measures are not practical installation of barriers or sneeze guards has been considered?

Yes ☑ Not Applicable ☐

16. Handouts, papers, pens, etc. are not physically provided to students? (Use e-versions, students provide their own, etc.)

Yes ☑ Not Applicable ☐

17. When possible, students should have their own dedicated tools/equipment? (Items are not shared between students during class).

Yes ☑ Not Applicable ☐

18. Common touch points and tools/equipment that must be shared are identified?

Yes ☑ Not Applicable ☐

19. Cleaning and disinfecting program in place for cleaning/sanitizing shared tools/equipment and touch points?

Yes ☑ Not Applicable ☐

20. Students and employees are given instruction for the safe and correct use of any cleaning/sanitizing materials?

Yes ☑ Not Applicable ☐

Draft

21. Safety Data Sheets available for cleaning/disinfecting supplies?

Yes ☑ Not Applicable ☐

22. Students/employees are given instruction for the safe and correct use of any provided personal protective equipment (PPE)? Instruct students/employees on how to safely use, remove, and dispose/clean (as applicable) any required PPE for the class. **Please note in regards to Covid-19, PPE should only be considered when physical distancing and other measures are not practical to implement**.

Yes ☑ Not Applicable ☐

23. First Aid protocol has been reviewed with students and employees? Students in need of first aid to notify instructor and instructor to call First Aid Attendant. Follow directions of First Aid Attendant.

Yes ☑ Not Applicable ☐

24. A process has been developed to deal with employees not following the control measures?

Yes ☑ Not Applicable ☐

25. A process has been developed to deal with students not following the established control measures?

Yes ☑ Not Applicable ☐

Draft

26. A process is in place to advise employees to stay home if sick, and how to report COVID-19 like symptoms? (Supporting measures should also be in place to accommodate absences and provide coverage, if applicable)

Yes ☑ Not Applicable ☐

27. A process is in place to advise students to stay home if sick and how to report COVID-19 like symptoms? (Supporting measures should also be in place to accommodate absences?)

Yes ☑ Not Applicable ☐

28. Students are advised to self-monitor and notify instructor if not feeling well?

Yes ☑ Not Applicable ☐

29. Employees are encouraged to self-monitor and to notify supervisor if not feeling well?

Yes ☑ Not Applicable ☐

Draft