

Program/Course Health & Safety Form

Date: 8/6/2020	Campus: Langley
Faculty: Science & Horticulture	Program: Environmental Protection Technology (ENVI 2901/2902)
Date of first group of students on campus: 2/8/2021	Date of first group of students to leave campus: 4/30/2021
Date of second group of students on campus (if needed): Click or tap to enter.	Date of second group of students to leave campus (if needed): Click or tap to enter.
Number of students anticipated on campus and on which days: Only on days needed, so no scheduled dates. Each student works on an independent research project with a faculty supervisor. The days and times of that lab work are dependent on the project and are different for each student. Scheduling will be done to ensure that a maximum 2 students per any day.	Number of employees on campus to support this program and on which days: 1 Instructor Name: Christopher Hauta
Rationale for why students need to be on campus: Students need to complete sample collection and analysis for capstone research project. Students need access to specialized equipment and chemical that can't be done from home. Students will need to finish their data analysis by early summer in order to finish writing their final thesis in time for August 2021. Delays beyond this point will prevent students from graduating on schedule.	
Have you informed the Registrar of the scheduling requirements for this course? Yes/no and when informed? No. There is no scheduled time for the projects. Students come in based on individual availability in consultation with the instructor's schedule.	
PPE requirements for students, faculty, and staff (quantity needed). Individual students will conduct their analysis in L1685 or L1335. If 2 students are on campus in a single day, then each student will be located in a separate lab. Students / instructor will wear face masks during labs where social distancing can't be maintained. Student equipment is not shared between the students on the day but will be shared between other groups on different days. At end of use student under the direct supervision of the instructor will clean and sanitize the equipment.	

Has there been consultation with the Faculty OH&S Committee or the instructor? (provide details).

Draft of this proposal was written by instructor Chris Hauta, BCGEU OH&S committee rep.

Students must conduct Covid-19 self-assessment prior to arriving on campus and attending class.

Safety Plan for Employees and students:

Prior to entry of lab students will be instructed in the proper lab procedures including chemical and equipment safety, covid-19 specific requirements and overall general lab protocols:

- Wash your hands as soon as you enter the lab
- Use the same station and stool.
- Maintain a physical distance of at least 2 meters at all times
- Don't touch your face, nose and/or eyes
- All surfaces and equipment will be sanitized before and after use using an appropriate solution (i.e. ethanol, bleach solution or disinfectant spray)

The instructor will schedule lab times for each individual student ahead of time. Moodle will be used for sign-up and tracking of appointments. The pre-arranged dates, times, and durations will be communicated to the relevant safety personnel. Any change to the schedule (due to unforeseen circumstances, such as equipment malfunction) will be communicated as soon as possible.

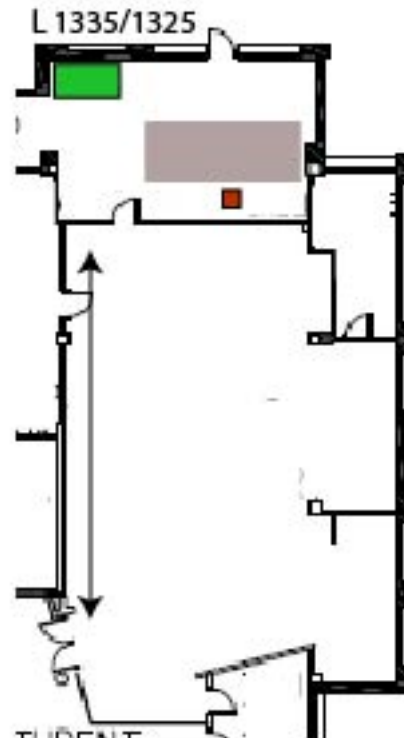
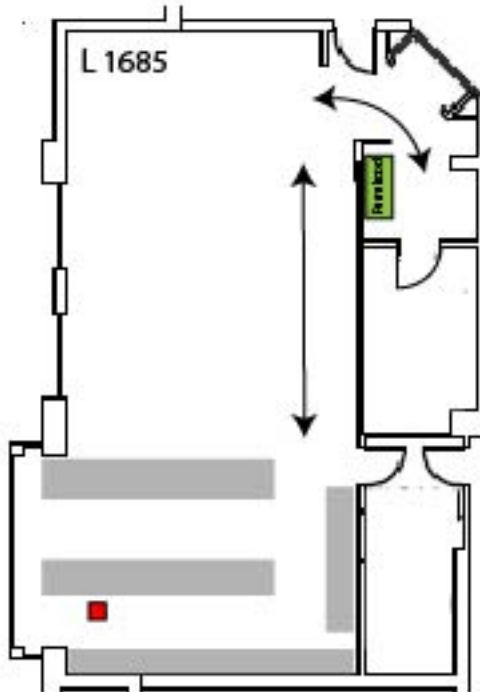
During the exercise:

At all times in the lab student and instructor will:

- Wear safety glasses, lab coat, gloves as appropriate, etc.
- Wear face mask when distance cannot be maintained because of the requirements of the experimental procedure

<p>Have you consulted with Dr. David Florkowski, AVPA before submitting this request?</p> <p>Locations approved by David for Fall courses.</p>	
<p>Submitted by: Dr. Elizabeth Worobec, Dean, Faculty of Science and Horticulture</p>	
<p>Approved by Provost and VPA: Dr. Sandy Vanderburgh</p>	<p>Signature:</p> <p>Date:</p>
<p>Approved by the Office of Health & Safety Name: Pablo Dobud</p>	<p>Signature:</p> <p>Date:</p>

Insert sketch(es) of classroom arrangement and “flow of students” here.



Student will do their primary bench work from the red square, on occasion they may need to move to the green fume hood to work with volatile hazardous chemicals.

COVID 19-Classroom/Shop/Laboratory Safety Plan Checklist

Department:

Campus:

Completed by:

Date:

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”.

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

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

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

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

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