

## Program/Course Health & Safety Form

<b>Date:</b> 8/5/2020	<b>Campus:</b> Langley
<b>Faculty:</b> Science & Horticulture	<b>Program:</b> Environmental Protection Technology (ENVI 2315)
<b>Date of first group of students on campus:</b> 1/20/2021	<b>Date of first group of students to leave campus:</b> 3/24/2021
<b>Date of second group of students on campus (if needed):</b> 1/27/2021	<b>Date of second group of students to leave campus (if needed):</b> 3/31/2021
<b>Number of students anticipated on campus and on which days:</b> Group L40A up to 10 students Jan 20 0900-1600 Feb 3, 24, March 10, 24 1200 - 1600  Group L40B up to 10 students Jan 27 0900-1600 Feb 10, March 3, 17, 31 1200 - 1600	<b>Number of employees on campus to support this program and on which days:</b>  <b>3 – all days</b>  <b>Instructor Name:</b> Chris Hauta / Astrid Opsetmoen
<b>Rationale for why students need to be on campus:</b> As one of the core courses of the EPT program, Water & Soil Sampling provides a cornerstone to all aspects of the program. The hands-on lab component teaches essential job-ready skills and its completion is expected from students before qualifying for a coop placement. Several of the learning outcomes delivered by this course (and, crucially, its hands-on lab component) form the basis of our TAC accreditation and can only be learned in a field setting. Listed below are the key learning outcomes that are gained through hands-on exercises: <ul style="list-style-type: none"> <li>maintenance and calibration of instruments</li> <li>establishment of procedures for recording and documenting field data</li> <li>analysis of suspended solids</li> <li>protocols for proper field sampling protocols and use of sampling equipment</li> <li>techniques of soil sampling and sample preservation under different field condition;</li> <li>integration of skills in a comprehensive field lab with quality assurance sampling.</li> </ul>	
<b>Have you informed the Registrar of the scheduling requirements for this course? Yes/no and when informed?</b> The scheduling office will be notified on August 21 <sup>st</sup> .	

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

No additional PPE required as students will bring their own mask.

Gloves (nitrile) will be worn when students have to touch one another. Course already requires gloves for field exercises so no additional gloves need to be provided.

Students have their own safety glasses that will be worn when unable to social distance.

Aerosol disinfectant spray (Lysol / Claire-Sprayway) and disinfectant solution will be required.

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

Draft of this proposal was written by course instructor Chris Hauta, BCGEU OH&S committee rep. Discussed concerns with Pablo Dobud. David Florkowski scheduled to visit lab on 13 Aug.

**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:

- 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 station and stool. Masking tape will be placed on the both, please write your name on the tape indicating your station and stool.
- Maintain a physical distance of at least 2 meters at all times
- Don't touch your face, nose and/or eyes

At all times in the lab you will be required to:

- Wear safety glasses
- Wear face mask at all times when in the lab

When outside, students and employees will be required to wear a face mask when:

- If they are required to be within 2 meters of another person

Students will remain at their identified station in the lab while performing in lab activities.

Students and lab instructor will move to outdoor location in controlled fashion while maintaining physical distancing and wearing PPE.

At outdoor location individual students will be assigned to specific stations for duration of lab.

Any communal equipment will be decontaminated using 70% ethanol and wipes between uses. For the labs #2A Water Sampling Techniques and #5 Soil Sampling students will be required to share samplers. Samplers will be decontaminated after each student use.

Upon completion of lab, staff wearing proper PPE will decontaminate all equipment.

For the Research Project students will work on local sites in pairs. Students will be sampling near or above water and can not work alone. Students will walk to site (all are on or adjacent to Langley campus), remain socially distanced and wear PPE at all times.

**Have you consulted with Dr. David Florkowski, AVPA before submitting this request?**

Yes, at meeting on August 13.

**Submitted by:** Dr. Elizabeth Worobec, Dean, Faculty of Science and Horticulture

**Approved by Provost and VPA:**

Dr. Sandy Vanderburgh

**Signature:**

**Date:**

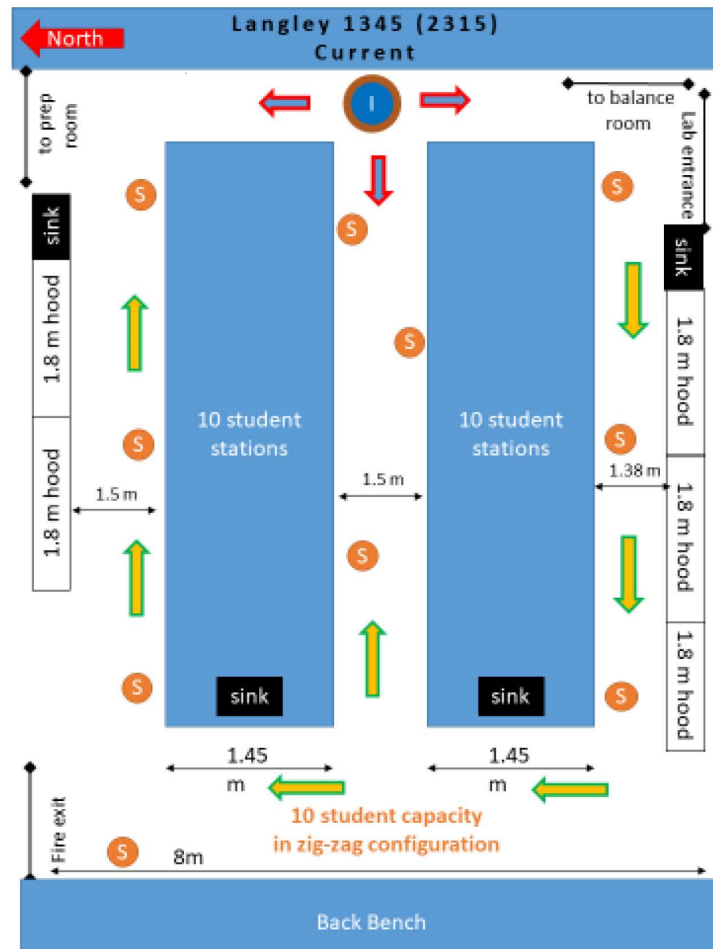
**Approved by the Office of Health & Safety**

**Name:** Pablo Dobud

**Signature:**

**Date:**

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



We are using the floor plan from ENVI 1206 so that we don't have to change placement stickers and directional arrows between classes.

## 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”.**

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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

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

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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

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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

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

Yes

Not Applicable

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

Yes

Not Applicable

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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