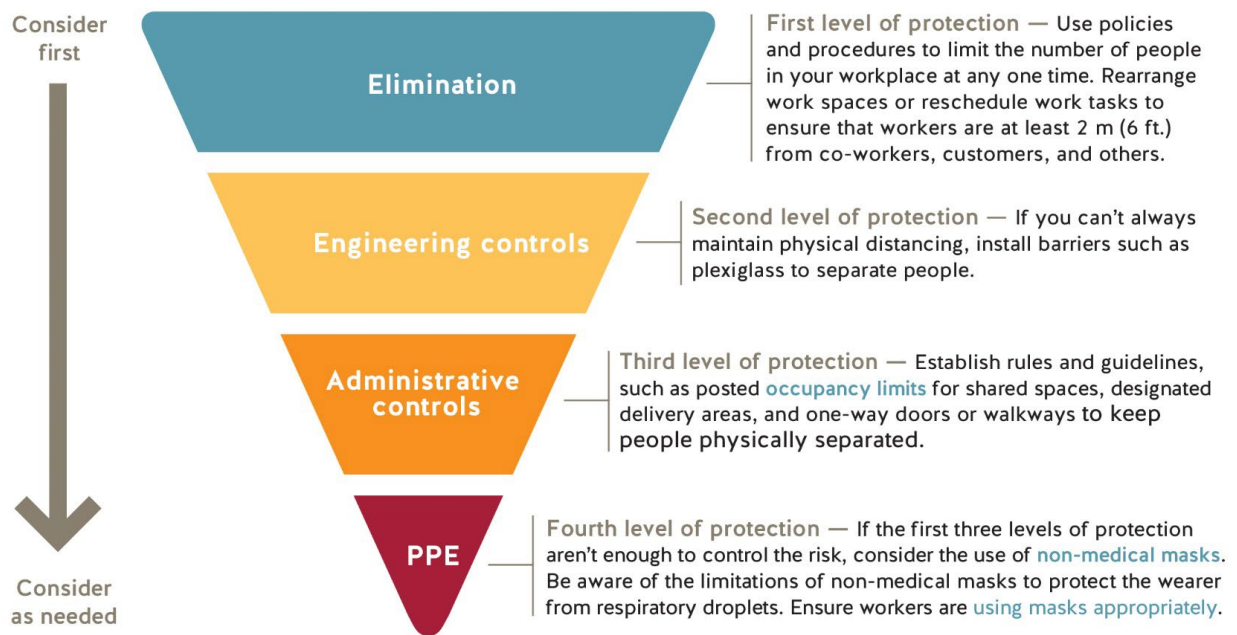


As required by WorkSafeBC (WSBC) and in accordance with orders issued by the office of the Provincial Health Officer, the Regional District Central Kootenay (RDCK) has developed a corporate COVID-19 Exposure Control Plan (ECP). As per the ECP as we start to reopen each department needs to complete their own risk assessment for activities as the RDCK starts to resume operations following work interruptions related to COVID-19. Complete the attached document in order to develop a plan and ensure safe operations for the public and RDCK during this pandemic. The risk assessment will identify the risks related to COVID-19 and outline the protocols (or controls) that will be put in place to address those risks to RDCK employees and the public.

The hierarchy of protocols that should be followed is displayed in the following graphic (WSBC, COVID-19 Safety Plan document, 05/17/20):



Additional examples of protocols include:

- Ensuring 2 meter physical distancing by:
 - Limiting the number of people in an area (employees and public)
 - Staggered public schedules: start/end times
 - Control of traffic flow
 - Re-arranging room designs, tables in lobby or waiting rooms, etc.
 - Re-organizing work tasks
 - Use of signage
 - Use of alternate entries and exists
- Use of physical barriers or partitions (include cleaning of barriers in cleaning protocols)
- Use of PPE
- Hand washing facilities and sanitizing supplies
- CDC Cleaning and sanitizing protocols

Recreation Department:	Nelson Fitness Centre
Rec Activity:	Fitness – cardio and strength training
Date:	July 2020
Completed by:	Anne Gillender

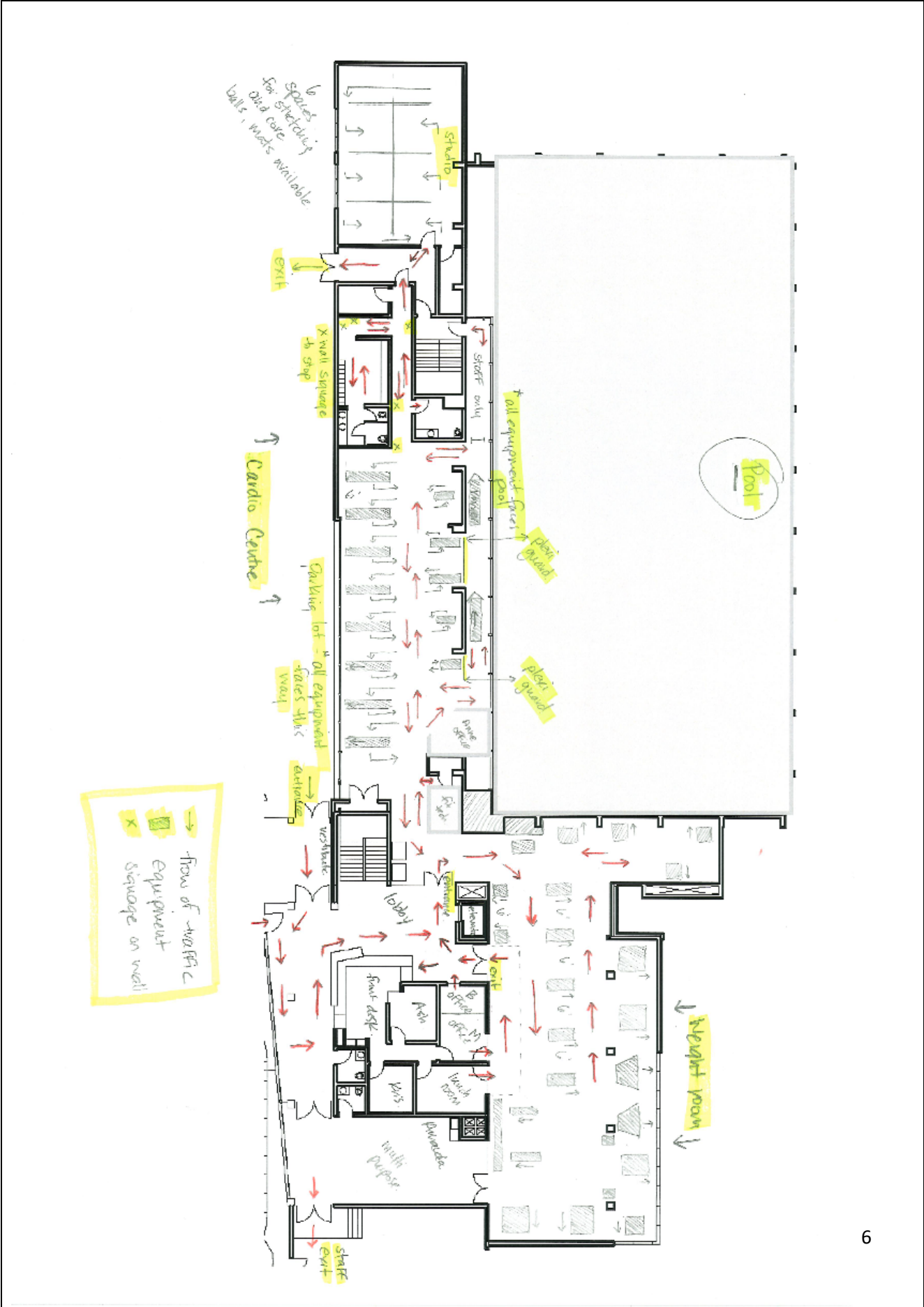
Identify the potential risks related to COVID-19 that are present for your recreation activity and the protocols that will be put in place to minimize these risks.

1. Potential Risk: Exposure through being in <u>close proximity to other employees</u>		Protocols to be implemented (if required):
A. Identify locations where employees gather (break rooms, meeting rooms, rest rooms, etc.):	lunchroom women's fitness centre washroom	Identified max occupancy as 2 and posted on door. Distancing and directional stickers on the floor Max occupancy posted as 2. 1 x distancing sticker on floor, "make way for another person" signage on walls
B. Identify job tasks and processes where workers are close to one another:	Fit tech desk front desk janitorial room	Max 1 at a time. Shared space with custodian. Verbally acknowledge exchange of space when one person leaves the other can enter and vice versa. Max occupancy as 3 and posted. Distancing and directional stickers on the floor. Max occupancy as 2 posted on door.
2. Potential Risk: Exposure through contact with <u>rental equipment, supplies, tools, machinery</u>		Protocols to be implemented (if required):

<p>A. Identify rental equipment, supplies, tools, machinery and equipment that workers share while working:</p>	<p>Computer, phone and radio, channel changers, fit tech desk</p> <p>Spray bottles</p> <p>First aid kit</p> <p>FA Supply cabinet</p> <p>Hand vacuum</p> <p>Washing machine</p> <p>photocopier</p>	<p>Workstation cleaning instructions posted. Disinfectant and gloves provided.</p> <p>Disinfectant and gloves provided.</p> <p>Kit will be disinfected after use.</p> <p>Wipe handle with disinfectant before and after use. Use gloves to collect supplies. Dispose of gloves when done. Use gloves</p> <p>Use gloves</p> <p>1 person at a time. Disinfecting wipes provided to wipe before and after use.</p>
<p>3. Potential Risk: Exposure through interaction with / being in close proximity to members of the public</p>		<p>Protocols to be implemented (if required):</p>
<p>A. Identify job functions and processes where workers are in close proximity to members of the public:</p>	<p>Greeting public when entering the facility</p> <p>Providing general information</p> <p>Demonstrating use of equipment</p> <p>Spotting patron during exercise</p> <p>Providing first aid</p>	<p>Fit tech will remain 6 feet from patrons and/or wear a mask</p> <p>Stand behind plexi barrier if at their desk or wear a mask if distancing can't be maintained</p> <p>Fit tech will disinfect first, demonstrate how to use the equipment asking patron to maintain 6 foot distance, disinfect again. If distance can't be maintained fit tech will wear a mask</p> <p>Fit tech and patron will wear a mask and gloves</p> <p>Fit tech will follow first aid procedures</p>
<p>B. Identify what functions may be exchanged during these job tasks and processes:</p>		

4. Potential Risk: Exposure through contact with “high-touch” surfaces		Protocols to be implemented (if required):
A. Identify surfaces that people touch often (handrail, doorknobs, light switches, etc.):	<p>Fitness equipment Washrooms Door handles to and from fitness centre, wathroom and stall doors, data closet door, PT room door, studio door, arena Light switches for fitness centre, studio, bathrooms and concourse Sinks and paper towel dispensers Entrance chairs</p>	<p>All touch points will be sanitized regularly Equipment will be disinfected by patrons before and after use During the hours we are closed between openings, staff will complete a thorough clean of all points mentioned</p>
5. Other Potential Risks: Exposure through employee/public contact		Protocols to be implemented (if required):
A. Blind corners-potential collision	<p>Entering and exiting Womens bathroom in fitness centre Corner entering hallway to washrooms from cardio centre Entering and exiting mens bathroom</p>	<p>Signage and directional arrows on the floor</p>

Attach a drawing or floor plan showing travel directions for activities:



Spacing Guide

2.5m between equipment

Sneeze guards used in front of equipment if needed

All equipment in cardio section facing out towards the pool or parking lot

Access pathways, Entrances, Exits, Spaces

Administrative controls such as markings on the ground and signage can be used to remind patrons and staff to be courteous and allow for physical distancing.

If these pathways are narrow and busy, consider one-way directions.

If one-way direction is not possible, consider signage to emphasize that the person coming into the space make way for the person leaving by stepping aside and turning away.

Department Manager Signature: _____ Date: _____

Original sent to Andre Noel, Safety Advisor to be filed in the Safety Management System (SMS)