



COVID19 Safe Operating Procedure – Field Based Courses

June 16, 2020

DESCRIPTION

In order to minimize exposure to COVID19 the Columbia Mountains Institute (CMI) has suspended all in-person indoor programming for spring 2020, summer 2020 and fall 2020. Come fall 2020, CMI will host small field-based (outdoor) learning and networking opportunities that uphold provincial [Work Safe](#) and [CDC guidelines](#).

PRESCREENING

CMI staff will notify all instructors and students that they if anyone is experiencing any cold or flu symptoms in addition to gastrointestinal symptoms, they must not attend the CMI event. CMI staff and volunteers will abide by the same procedures. Participants will be asked to use the [BC COVID-19 Self-Assessment Tool](#) prior to attending the course to determine if they are experiencing COVID19 symptoms.

REQUIRED PPE

All instructors, staff and students must come prepared with the following PPE's for protection from COVID-19 infection:

- Cloth mask capable of covering the entire mouth and nasal passages;
- Hand sanitizer with a minimum of 60% alcohol content (CMI will have this available);
- Disinfecting wipe OR disinfecting spray and paper towel (CMI will have this available).

A cloth mask covering the entire mouth and nasal passages must be donned prior to engaging in any contact for more than 15 seconds within 2 meters of another individual.

PROCEDURES

- Group size will remain small at 25 people or less.
- All individuals in the group(s) to maintain 2, physical distance at all times.
- Food, drinking items, and utensils will not to be shared.
- Any equipment that touches a persons' face will not be shared (ie., binoculars). See below for

sanitization procedures required for shared equipment (ie., shovels).

- Everyone must use hand sanitizer with at least 60 % alcohol content for each of the circumstances noted below. Alternatively, if a clean water source is available, soap and water can be used for cleaning instead of hand sanitizer.
 - Upon arrival for the day/session;
 - Prior to eating or drinking;
 - After washroom breaks;
 - At the end of breaks;
 - Immediately prior to and after use of any piece of shared equipment (See SWP Equipment Handling for details);
 - Immediately prior to entering and exiting a vehicle with shared occupancy.
- Disinfecting wipe OR disinfecting spray and paper towel must be used to clean the following surfaces:
 - Any piece of equipment immediately before handing off for shared use;
 - Any piece of equipment when its use is complete and is to be returned; and
 - All high touch surfaces on shared occupancy vehicles (excluding vehicles occupied only by members of the same household).
- Vehicle Use Procedures:
 - While CMI usually encourages carpooling to field sites for environmental and other reasons, during the COVID19 pandemic carpooling with people outside their “bubble” will be discouraged. For the times that carpooling is unavoidable (ie., student does not have their own vehicle, parking is limited, etc.) the following procedures will be in place:
 - Field sites will be selected to minimize driving time to the greatest extent possible. Trips will be limited to 30 minutes of one-way driving time.
 - Cloth masks and eye protection are to be worn by all occupants in vehicles with more than one occupant.
 - If permitted and safe to do so, driver and passengers must exit the vehicle during any vehicle stops of 5 minutes or more (i.e.; ferry crossings).
 - All occupants to use hand sanitizer (≥60% alcohol) prior to entering and after exiting the vehicle.
 - No one will eat inside a vehicle.
 - Park vehicles sufficiently far apart at the field site to allow occupants maximum opportunity to physically distance from others as they embark and disembark.
 - Disinfecting wipe OR disinfecting spray and paper towel must be used to clean all of the following high touch surfaces before and after use:
 - Door handles (inside and out)
 - Car Seats and armrests
 - Steering wheel
 - Climate control and console dials
 - Radio and communication devices
 - Transmission shifter

- Wiper controls
- Signal controls
- Window buttons
- Ventilation grilles and knobs
- Rear view mirror
- Seat belts and release mechanisms
- Any additional surfaces hands may have come into contact with
- Following vehicle sanitization, minimize touching other surfaces until hands have been properly washed or sanitized

ADDITIONAL NOTES

Note that required procedures detailing distancing requirements and food and utensil sharing do not apply between people within the same household.

This is a working document. Procedures may be changed in accordance with altered COVID 19 risk levels as identified by the Provincial Health Authority.