



# UBC Vancouver COVID-19 Safety Plan (Combined Version) Effective at Step 3 of BC Restart Plan

Note: At the start of Step 4 of the BC Restart Plan, UBC will transition to a communicable disease plan.

<b>Building Name:</b>	Aquatic Ecosystems Research Laboratory (AERL)	<b>Date: 7 Sept 2021</b>
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## Scope

UBC is committed to providing a healthy and safe environment and has created seven [COVID-19 Safety plans](#) that address the following spaces and activities:

- Study Spaces
- Learning Spaces (Classrooms and Teaching Labs)
- Common Areas and Public Realms
- Workshops and Research Laboratories
- Field trips and Field Research Activities
- Offices / Administrative Areas
- Housing / Student Residences

These plans detail the COVID-19 measures and controls required for university spaces and are in alignment with Step 3 of [BC's Restart Plan](#) and the criteria outlined by Public Health. Beyond COVID-19, this plan includes strategies to prevent the spread of communicable diseases on campus.

This resource document presents a summary of all the critical information and requirements found in UBC's seven COVID-19 Safety Plans. Responsible operations/administrative personnel may use this document to present a streamlined, single-document overview of the COVID-19 Safety Plans that pertain to their particular building.

## How to Use this Plan

1. Review and delete the sections that are not relevant to your building from the final section entitled "Additional Area or Activity-Specific Considerations".
2. Post the completed plan near primary entrances, on an appropriate website or intranet site or according to provisions described under "Communications Strategies".

## Rationale

The University of British Columbia envisions a climate in which students, faculty and staff are provided with the best possible conditions for learning, researching and working. Above and beyond immunizations, infectious contacts throughout the post-secondary environment can be reduced using the prevention and control measures outlined in these plans.



## Engagement and Review

COVID-19 Safety Plans have been developed in collaboration with Public Health, the Ministry of Advanced Education and WorkSafeBC.

UBC COVID-19 Safety Plans have been reviewed by UBC Vancouver's Joint Occupational Health and Safety Committees. Feedback and suggestions have been incorporated into the plans.

## Regulatory Context

[BC Restart Plan](#)

[Provincial Health Office Orders](#)

[Post-Secondary Go-Forward guidelines](#)

[WorkSafeBC](#)

## Responsibility

We can all contribute personally to the pandemic response and safety of our communities by getting vaccinated (as we are able), following campus safety plans, performing a daily health check, staying home when sick, following handwashing and hygiene etiquette and following public health orders and guidelines both on and off campus.

It is up to each one of us to do our part, but it is our collective efforts that will make the difference.

## UBC COVID-19 Rules

COVID-19 Campus Safety rules apply to all persons on campus. These rules confirm expectations of all members of the campus community, including:

- [Completing Daily Health Assessments](#) - required of everyone prior to attending campus
- [COVID-19 training - UBC Go Forward COVID-19 Safety Planning Training](#) required of employees
- [Wearing non-medical masks](#) - non-medical masks are required when inside buildings in areas where services to the public are provided or areas that the public or students are permitted to access including, for example, lobbies, hallways, stairwells, elevators, classrooms and teaching laboratories unless:
  - i. you are the sole occupant of an enclosed room; or
  - ii. one of the exceptions outlined in Attachment "A" of the [COVID-19 Campus Rules](#) apply;
- [Direction of Public Health](#) - As it relates to PHO Orders, contact tracing and isolation requirements

For further information and complete list of rules, visit [COVID-19 Campus Rules](#). Frequently asked questions about COVID-19 protocols at UBC can be found [here](#).



### Remote Working and Return to Campus Considerations

Faculty and staff are required to follow remote working guidance of their Faculty/Department/Unit. Return to Campus Considerations are:

Timeline	Welcome Back	Decision Made By
June 1 <sup>st</sup> onwards	Employees (both faculty and staff) who need to report in-person to support instructional or operational planning and/or preparation for fall service model	Supervisor/Director/ Department Head with appropriate approvals
July 1 <sup>st</sup> onwards	Employees not included in the first group but who wish to work on campus	Individual decision with approval from Manager, Supervisor or Department Head/School Director
September 1 <sup>st</sup> onwards	Employees who are required to be on campus as they provide in person teaching, research and campus services	Supervisor/Director/ Department Head with appropriate approvals

### Infection Control in University Spaces

Although expected occupancy of university spaces is consistent with pre-COVID-19 levels, there are several controls that are being applied within these spaces in order to reduce the risk of COVID-19 transmission.

#### Cleaning and Hygiene

**Common, study and public-realm spaces:**

UBC Building Operations will continue to clean public spaces and sanitize high touch areas daily.

**Learning Spaces (classrooms and teaching laboratories):**

UBC Building Operations will provide cleaning of learning spaces once a day (usually evening) that will include sanitizing high touch surfaces (door handles, table tops, hand rails).

**Workshops and Research labs:**

UBC Building Operations will continue to clean workshops and research labs as regularly scheduled.

**Offices / Administrative Areas:**

UBC Building Operations will continue to clean public spaces and sanitize high touch areas daily. UBC Building Operations clean offices and administrative areas once every two weeks. Desktops and personal items are not cleaned by UBC Custodial Services. Waste must be brought to the centralized sorting stations provided on all floors of each building.



**Additional guidance:**

Throughout campus, everyone is encouraged to wipe down their own work surfaces and common equipment regularly.

Circulation areas and other shared spaces (including but not limited to staff lounges) will resume normal use with a daily cleaning/sanitizing schedule. For further information, visit [UBC Building Operations](#).

### Respiratory Etiquette and Hand Hygiene

Occupants (students, residents, faculty, staff and visitors) are expected to practice respiratory etiquette by coughing/sneezing into their mask, a tissue, or into the sleeve of their shirt. Occupants are also expected to regularly wash their hands with soap and warm water for at least 20 seconds or make use of hand sanitizer stations. Hand sanitizer stations managed by Building Operations are available in the main building entrance/foyer. Everyone is encouraged to carry personal hand sanitizer.

### Signage

All occupants (students, residents, faculty, staff and visitors) are required to follow COVID-19 safety signage in all spaces.

### Managing Contacts and Limiting Close Interactions

Throughout campus, students, faculty and staff are encouraged to limit the number of close sustained contacts with others, which includes avoiding situations where individuals congregate in shared areas. Occupants are expected to not linger, wait or loiter in hallways, corridors, foyers and other spaces that are intended for travel.

### Physical Barriers

Areas involving high contact with the public may consider the installation of barriers (e.g. plexiglass). There may be application for plexiglass already installed. Before removing or purchasing additional plexiglass, contact [ready.ubc@ubc.ca](mailto:ready.ubc@ubc.ca) for advice and recommendations.

### Scheduling

Faculties/Departments/Units are required to maintain schedules of on-site faculty and staff to support Public Health contact tracing efforts.

### Additional Resources & Support

**Students and Student Residents:** To support and enhance the health and wellbeing of all students, UBC offers a variety of health resources available to the campus community. Visit the [Students Services website](#) for further information.

**Faculty and Staff:** To support and enhance the health and wellbeing of all staff, UBC offers a variety of health resources available to the campus community. Visit UBC [Human Resources](#) for further information.

### Communication Strategy



COVID-19 Safety Plans will be posted on Safety & Risk Services' [website](#) and the [UBC Safe Vancouver App](#).

Links to the plans should be included in communication to the relevant occupants (students, faculty, staff and visitors, as applicable).

## Monitoring and Continual Improvement

Building administrators, Joint Occupational Health and Safety Committees and Local Safety Teams are encouraged to engage with workers and supervisors to perform on-site reviews and report unresolved concerns to [ready.ubc@ubc.ca](mailto:ready.ubc@ubc.ca).

*Note: Site reviews may be done remotely for Field Trip and Field Research activities.*

Every effort is to be taken by all students, faculty and staff to promote an understanding of PHO Orders, COVID-19 Campus Rules and COVID-19 Safety Plans within the campus community. A respectful and educational approach is expected for all related interactions. Where members of the campus community are not comfortable addressing non-compliant behavior or feel that related interactions cannot be performed in a respectful manner, matters should be referred to their supervisor. Campus Security can assist as necessary. For further information and strategies, review the [Respectful Engagement guidance document](#).

## Safety Concerns

**Faculty and Staff:** Any concerns or questions should be initially sent to your direct supervisor. If unresolved, contact your [Joint Occupational Health and Safety Committee representative](#) or [ready.ubc@ubc.ca](mailto:ready.ubc@ubc.ca).

**Students:** Any concerns or questions can be sent to [ready.ubc@ubc.ca](mailto:ready.ubc@ubc.ca).

**Student Residents:** Resident concerns or questions should be directed to a Residence Life Manager.



**Additional Area and Activity-Specific Considerations (delete sections that do not apply):**

### Learning Spaces

#### Class Change

Students are expected to promptly exit the room upon the completion of their class. Students waiting for their class to commence should ensure the room has been fully vacated by the previous class before entering the room.

#### Seating

Students are encouraged to return to the same seating area during classes to support Public Health contact tracing efforts.

### Field Trips and Field Research Activities

Field trip and field research organizers are required to complete a field work safety plan in addition to implementing COVID-19 safety requirements.

The Field Trip and Field Research Safety Plan applies to local and domestic (within Canada) destinations only. Faculty/Departmental formal approval processes must be followed for those planning field trips outside of Canada. Contact [ready.ubc@ubc.ca](mailto:ready.ubc@ubc.ca) for more guidance.

### Cleaning and Hygiene

Everyone is encouraged to wipe down their own work surfaces and common equipment regularly. Shared areas must have a regular cleaning schedule.