

Econotech Services

COVID-19 SAFETY PLAN

Econotech continues to monitor the evolving COVID-19 situation in BC closely. At this time, we are taking and recommending additional steps to minimize the risk to all employees per WorkSafeBC and Order of The Provincial Health Officer.

The virus that causes COVID-19 spreads in several ways. It can spread in droplets when a person coughs or sneezes. It can also spread if you touch a contaminated surface and then touch your face.

The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near.

The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short periods of time.

Econotech has identified areas of the building and our operation where there may be risks, either through close physical proximity or through contaminated surfaces and have implemented the following protocols to reduce the risk to our employees. The following measures are being taken in an effort to mitigate this risk:

- The building is locked at all times to ensure only permitted individuals can enter
- Strict hand washing policy for all persons immediately upon entering the building
- Soap dispensers at all sinks for frequent washing
- Additional hand sanitizing dispensers placed around the building
- Self-assessment checklist for all persons prior to entering the building daily
- Limits on visitors/customers into the building to include completing a self-assessment checklist, maintaining physical distancing and the use of face mask when required
- Daily sanitization of building communal spaces, shared devices, door handles, and light switches
- Twice daily sanitization of more frequently used spaces and communal devices
- Decontamination of all packages that enter the building using BC CDC recommended measures
- Implementation of verbal confirmation for reception of packages (*no signatures required*)
- Marking off 6 feet sections throughout the building to indicate acceptable physical distancing
- Established and posted occupancy limits for rooms throughout the building
- Implemented protocols and tools to aid in communication/holding meetings while working remotely, from home, or at our private offices
- Ability for some staff to work off-site and at home to reduce exposure risk
- We are installing plexiglass barriers for staff whose desks/workspaces do not allow for the 6 feet distance requirement
- When physical distancing is not possible, (*training, tight workspaces, two-person tasks*), face masks and gloves are to be worn
- Posted signage on physical distancing, handwashing, and proper coughing/sneezing etiquette
- Trained workers on safe use of face masks and gloves
- Removed unnecessary communal tools and equipment and have implemented rules that all dishes are to be washed at home, not on site
- Implemented carpooling to limit exposure to public transport

References:

Econotech – COVID Operational Health Guidelines – Phase 2 Restrictions

<https://www.worksafebc.com/en/resources/health-safety/posters/help-prevent-spread-covid-19-how-to-use-mask?lang=en>

<https://www.worksafebc.com/en/resources/health-safety/information-sheets/covid-19-health-safety-cleaning-disinfecting?lang=en>

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks>