



Return to Operations Risk Assessment – Working and Studying Off Campus

Following is the Return to Operations Risk Assessment — Working and Studying Off Campus, for the campuses and programs operated by BCIT.

The Risk Matrix outlines risks associated with working and studying off campus. The aim is to identify the main sources of risk associated with the transmission of COVID-19, aid the communication of these risks, and inform the selection of management measures.

Based on the risk rankings, the matrix provides high level recommendations for prioritizing management measures to mitigate spread of COVID-19.

All approved Risk Assessments and related Safety Plans will be posted to bcit.ca/covid-19 with the “Go-Forward Plan.”

Each department will be required to prepare an updated Safety Plan. I will be in touch directly with those responsible and will provide more information on this process in a Safety Update. Stay safe.

Thank you,

Glen Magel

Director, BCIT Safety, Security and Emergency Management



Characteristics/ Activities	Risk Ranking (LOW-MED-HIGH)	Rationale	Risk Management Strategies
Type of Activity			
<ul style="list-style-type: none"> • Working off-campus • Studying off-campus 	HIGH	<p>Students may be employed at places located outside of the boundaries of the campuses. Students may also visit off-campus locations to study (i.e., homes, libraries, coffee shops).</p> <p>The high-risk rating is assigned due to the potential for increased interaction with the general public, where exposure frequencies and durations could be high. There is potential for contact with high touch surfaces and the availability of cleaning/sanitizing products is unknown. Furthermore, risk management strategies are limited as students' activities off-campus are not controlled.</p>	<ul style="list-style-type: none"> ✓ Promote prevention practices while off-campus. ✓ Encourage physical distancing and/or use of face coverings while off-campus. ✓ Develop a screening process to confirm the existence of and review COVID-19 plans of businesses/ locales participating in school-sponsored job or study placement/ programs to ensure adequate protection of BCIT students and staff.
<ul style="list-style-type: none"> • Use of public transportation 	HIGH	<p>Students may require the use of public transportation to get to and from work and/or study location. Physical distancing may be difficult while on public vehicle and there are high frequency touch areas, including seating and handrails. Exposure frequencies and durations could be high.</p> <p>Each campus has bus stops, where students, staff and/or faculty are expected to be present while waiting for departure or at time of arrival.</p>	<ul style="list-style-type: none"> ✓ Use signage at on-campus bus stops that encourage physical distancing and use of face coverings. ✓ Consider placing sanitization stations at bus stops on campus. ✓ Encourage walking or use of personal vehicles in place of public transportation, where possible.



COVID-19 Building Re-Occupancy Risk Assessment

British Columbia Institute of Technology – Working and Studying Off-Campus
Risk Matrix

September 16, 2020

Pinchin File: 276537

Characteristics/ Activities	Risk Ranking (LOW-MED-HIGH)	Rationale	Risk Management Strategies
<ul style="list-style-type: none">• Use of fleet vehicles• Use of BCIT van(s) for transporting staff and students• Rental of vehicles for transporting staff and students	HIGH	Fleet vehicles are available for staff use and are shared among users. BCIT has vans available for transportation of staff and/or students off-campus and may also rent vehicles for this purpose. More than one occupant may be present in the vehicle(s). Physical distancing is not possible within vehicles.	<ul style="list-style-type: none">✓ Establish enhanced cleaning/sanitizing plans (i.e., Vehicle Use and Cleaning Protocol).✓ Discourage vehicle sharing or double occupancy or require the use of face coverings when double occupancy is necessary.