

## What is COVID-19?

COVID-19 is a new coronavirus first diagnosed in humans in late 2019. Coronaviruses are typically and naturally found in animals. In humans, they can cause diseases ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS) and Middle East Respiratory Syndrome (MERS).

## BCIT Pandemic Exposure Control Plan Summary Training

Based on [BCIT Pandemic Exposure Control Plan](#), this online course is developed to provide key information on roles and responsibilities, routes of transmission, and risk control measures to protect yourself and others in the workplace during a pandemic. Access this 30-minute online course on [BCIT Employee Learning Centre](#).

## Occupational Health and Safety (OHS) New Employee Orientation

This online course provides critical safety information at BCIT that employees need to be aware of before joining BCIT or returning to work or activities on campus. Access this 90-minute online course on [Employee Learning Hub](#).

## Faculty and Staff Orientation

BCIT is preparing for a gradual return to its campuses. As we develop plans, we are committed first and foremost to the health and safety of our entire community during the COVID-19 pandemic. Before a final decision is made to return faculty, staff, and students back to campus, BCIT is ensuring that all safe work protocols are addressed. We have therefore implemented the following [mandatory procedures](#) as per WorkSafeBC's requirements.

Faculty and staff approved to return to campus must understand and follow the policies, guidelines, and procedures to reduce the risk of COVID-19 transmission.

## Employee Safety Rules

- DO NOT COME TO CAMPUS if you feel sick or exhibit any of the [symptoms](#) of COVID-19, a cold or the flu.
- DO NOT COME TO CAMPUS if you are self-isolating.
- At all times, adhere to the Provincial Health Officer's [Orders](#), including the [use of non-medical masks](#). [Wear a mask](#) in all common areas, such as hallways, stairwells, elevators, and areas where physical distancing cannot be maintained.
- Physical distance of two metres must be maintained at all times.
- Cough or sneeze into your elbow.
- Do not share items unless they are properly disinfected between use.
- Wash hands before and after using the washroom.
- One person at a time in washroom.
- Wash your hands regularly throughout the day.
- Follow your site-specific safety protocols to reduce the risk of COVID-19 transmission.

## Protecting Yourself and Others

### Training and Orientation:

- Complete the [BCIT Pandemic Exposure Control Plan Summary Training](#) before returning to campus.
- Complete the [OHS New Employee Orientation](#) online course before returning to campus.
- Complete any other training and orientation provided to you before returning to campus.

### Daily Screening:

- Prior to attending any BCIT campuses, all employees are required to complete a wellness check using the [Province of BC's Self-Assessment Tool](#). The results of the self-assessment must then be shared with your manager, in written or verbal format, before you enter the workplace.

Review, understand, and follow Return to Operations information for BCIT Employees:

- The [BCIT Go-Forward Safety Plan](#)
- Your site Safety Plan (posted on site)
- [Guidelines for Working Alone](#)

Through all of this uncertainty and change ahead, our community's health and safety remain our highest priorities. This includes an ongoing commitment to [mental health and wellbeing](#).

For more important information on BCIT's COVID-19 Response, visit: <https://www.bcit.ca/covid-19/>

For more information on health and safety and COVID-19 Resources, visit OHS website: <https://www.bcit.ca/safety-security/health-safety/> and [OHS ShareSpace](#)

If you have any concerns or questions regarding your health and safety at workplace, report to your manager, Director/Associate Dean/Dean and to [ssemohs@bcit.ca](mailto:ssemohs@bcit.ca).

