



Return to Operations Risk Assessment - BCIT Housing

Following is the Go-Forward high level Risk Assessment for BCIT Housing.

The high level Risk Assessment for these instructional areas outline risks associated to partial or full re-occupancy of these areas. It guides decisions and arrangements for new and ongoing work and is critical in completing the individual department Safety Plan. Many faculty members and employees will continue to provide instruction and work remotely; or through a combination of remote and on-campus activity to ensure physical distancing and other guidelines are followed. If required and on approval from Occupational Health and Safety, some will provide instruction and work on campus with approved measures and practices in place.

The Risk Assessment takes into consideration potential building occupants, staff and visitors, and the activities in which they engage, as well as the building or room uses and layouts. Based on the risk rankings, the assessments also provide high level recommendations for prioritizing management measures to mitigate the spread of COVID-19 as activities within the building resume.

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
Building Occupants/ Location/ Likelihood of Public Access			
<ul style="list-style-type: none"> • Possibility for infected asymptomatic spreaders. • Transportation methods and likelihood of transmission from unknown sources. • Location within Province/Canada and incidence of infection within the Region. 	MEDIUM TO HIGH	<p>The Site is any Student Housing building (SW10 - SW15) associated with British Columbia Institute of Technology (BCIT). The Site is likely located in an urban area with the potential for a medium to high population density. The incidence of COVID-19 in the Lower Mainland has been moderately-high relative to other parts of BC but current incidence of new infections in BC is extremely low. However, for the purpose of this row of the matrix, it is assumed that there is at least one infected person accessing each building, and for remaining rows of this matrix it is assumed there is at least one asymptomatic individual present on-Site.</p> <p>For the purpose of this RA Matrix, it is assumed that the Client is planning on the full re-occupancy of each building. BCIT Student Housing has 7 houses with 4 suites each. Each suite has 12 single occupancy bedrooms (6 bedrooms per floor), and 2 showers, 2 toilets, 2 sinks, 2 kitchens, 1 dining room and 1 living room per floor. There are also 7 fully enclosed one-bedroom apartments (1 per building) occupied by live-in resident advisors. Building occupants include students who are young adults and older.</p> <p>It is assumed that there is limited or no public access to housing spaces but that occupants might entertain visitors.</p>	<ul style="list-style-type: none"> ✓ Conduct health screening through self-assessment daily (i.e. BC COVID-19 Self-Assessment Tool). ✓ Instruct building occupants to stay in bedroom if they are showing symptoms and notify housing staff. ✓ Prepare isolation/quarantine protocol for sick residents. ✓ Mandate that all students and staff returning to campus take training on COVID-19 prevention strategies (physical distancing, hand washing, etc.). ✓ Limit public/visitor entry to essential visits only. ✓ Control/limit entry/exit via specific routes to ensure signage is observed and space planning is completed. ✓ Prohibit guests/visitors or set up a visitor schedule.



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		<p>Students may visit other campus facilities located in the Greater Vancouver Area to attend classes. Building occupants may include individuals who have been exposed to SARS-CoV-2 from outside sources such as family members, users of public transit, and medical or long-term care professionals.</p> <p>Exposure frequency and duration to infected individuals would vary depending on activity. However, risks were considered medium to high due to the likelihood of viral transmission by a symptomatic person and the fact that, with the exception of advisors, building occupants are living in close quarters and anticipated to spend prolonged periods of time within the residence each day.</p>	
Type of Business/ General Building Layout			
<ul style="list-style-type: none"> Access routes (building entry and exit). 	MEDIUM	<p>Entrance/exit may result in individuals crossing paths at pinch points.</p> <p>Exposure frequencies and durations could be high if arrival and departure times coincide for large numbers of students arriving together according to class schedules.</p> <p>In addition, there is potential for contact with high touch surfaces during building entry/egress.</p>	<ul style="list-style-type: none"> ✓ Control/limit entry/exit via specific routes to ensure signage is observed and space planning is completed. ✓ Prepare enhanced cleaning/ sanitizing plans. ✓ Remove furniture from entry/exit points, or re-position for physical distancing. ✓ Adopt doorknob contact mitigation plan



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		The medium risk ranking is based on the primary mode of viral transfer being direct contact with droplets, the short duration of potential exposure, and the small number of high touch surfaces, despite the number of people touching them and frequenting the access routes.	
<ul style="list-style-type: none"> Hallways 	MEDIUM	Narrow hallways that may be frequented by staff and students and could result in exposure if people linger to converse. Otherwise, risks would be considered low due to presumed low frequencies and short exposure duration when passing through.	<ul style="list-style-type: none"> ✓ Implement traffic patterns where possible. ✓ Restrict gatherings in hallways\discourage loitering. ✓ Remove furniture or re-position for physical distancing. ✓ Use physical distancing floor decals throughout corridors.
<ul style="list-style-type: none"> Toilet rooms Shower rooms Sink areas 	MEDIUM	Physical distancing in shared washrooms might be difficult, however, overall exposure duration is shortened. Shower and toilet rooms are single occupancy, however, are shared spaces. There is a high number of high-frequency touch surfaces (high touch surfaces); however, soap and water are readily available. Two sink areas are present in each unit and contain toiletry cabinets for storage.	<ul style="list-style-type: none"> ✓ Set washroom capacity limits. ✓ Take measures to encourage distancing while using sinks or install barriers. ✓ Encourage/ remind hygienic practices using signage. ✓ Adopt doorknob contact mitigation measures. ✓ Prepare enhanced cleaning/ sanitizing plans for all washroom surfaces. ✓ Work with building operator/external bodies to establish management strategies. ✓ Mandate that personal items are to be stored in bedrooms. ✓ Assign a shower, toilet and sink to specific students.



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<ul style="list-style-type: none">Kitchens	MEDIUM	Two shared kitchens are in each unit, each with two stoves, two sinks and four refrigerator/freezers, all of which could entail frequent touching. The main avenue for viral spread is direct contact with saliva/droplets, therefore exposure via shared dishes is considered to be a high risk. Physical distancing might be difficult and there are a high number of high-frequency touch surfaces (high-touch surfaces); however, soap and water are readily available.	<ul style="list-style-type: none">✓ Stagger meal preparation schedules.✓ Set room occupancy limits.✓ Assign appliances and cabinetry to specific students.✓ Eliminate shared dishes/utensils, if any.✓ Store small appliances (toaster, coffee maker, etc.) in assigned cabinetry to be used by owner only.✓ Implement traffic patterns where possible.✓ Prepare enhanced cleaning/ sanitizing plans.✓ Provide signage to encourage frequent and proper handwashing.✓ Adopt doorknob contact mitigation measures.
<ul style="list-style-type: none">Dining Rooms	MEDIUM	Units are furnished with a dining room table and chairs. Microwaves are present in each dining room. Physical distancing would be difficult and there are a medium number of high-touch surfaces.	<ul style="list-style-type: none">✓ Limit number of students using space or set schedule for use to allow for physical distancing.✓ Develop alternate dining protocol for physical distancing (e.g. outside, in bedroom etc.).✓ Establish cleaning/ sanitizing plans for all surfaces.
<ul style="list-style-type: none">Living Rooms	MEDIUM	Units are furnished with a sectional couch, television and stand. Physical distancing would be difficult and there are a medium number of high-touch surfaces.	<ul style="list-style-type: none">✓ Limit room occupancy to ensure physical distancing.✓ Establish cleaning/ sanitizing plans for all surfaces.



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<ul style="list-style-type: none"> • Housing Resources Area <ul style="list-style-type: none"> ▪ Mail/package pick-up ▪ Student lounge ▪ Vending machines 	MEDIUM	Evidence of viral transmission via packaging has been limited; anticipated viral dose from packaging and vending items is assumed to be low.	<ul style="list-style-type: none"> ✓ Establish mail/package pickup procedures. ✓ Limit use of student lounge or temporarily close. ✓ Establish cleaning procedure for vending machine use.
<ul style="list-style-type: none"> • Laundry Room 	MEDIUM	Machines are coin-operated, and a folding table are available for use. Physical distancing might be difficult and there are a medium number of high-frequency touch surfaces (high-touch surfaces); however, soap and water are readily available.	<ul style="list-style-type: none"> ✓ Establish a schedule for use. ✓ Establish cleaning procedure. ✓ Reduce occupancy limits of room. ✓ Install card activated machines for payment.
Building Conditions			
<ul style="list-style-type: none"> • Humidity (%) • HVAC system for building (fresh air intake). • Exhaust vents in washrooms. 	LOW	Air/ventilation is not believed to be a primary means of viral spread and humidity is believed to play a role in viral transmission. Exhaust ventilation is present in all washrooms.	<ul style="list-style-type: none"> ✓ Manage humidity (40-60%). ✓ Optimize ventilation rates. ✓ Regular HVAC maintenance/ filter changes. ✓ Consider particulate or air quality monitoring to determine air quality.
Non-Regular Activities			
<ul style="list-style-type: none"> • Fire drills • Fire/first aid • Fire doors 	MEDIUM	Emergency drills or actual events could result in disorderly conduct and crowding. First aid emergencies may require close proximity with the injured.	<ul style="list-style-type: none"> ✓ Prepare emergency plan for non-scheduled maintenance, illness or fire. ✓ Consider alternate methods for doing drills.
<ul style="list-style-type: none"> • Check-In Procedure 	HIGH	Students will be required to physically present themselves to pick up keys/maps, get photographed, and receive on-site orientation.	<ul style="list-style-type: none"> ✓ Stagger move-in dates to limit crowds and loitering. ✓ Develop a protocol for Check-In procedures and transfer of keys.



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			<ul style="list-style-type: none"> ✓ Minimize handouts and materials to be distributed where possible. ✓ Provide sanitization stations. ✓ Provide barriers or physical distancing protocols between reception staff and students. ✓ Determine entry and exit routes out of reception area.
Other Building Access Routes			
<ul style="list-style-type: none"> • Stairs • Other high touch surfaces • Outdoor spaces 	MEDIUM	<p>Students may require the use of stairwells to access certain spaces. There is potential for crowding in stairwells, however exposure is likely to be infrequent and duration is likely to be low so long as people don't linger.</p> <p>High frequency touch areas include entry doors, stairway handrails, and waste receptacles. There may be outdoor spaces where students and staff may gather (i.e. picnic tables, benches, smoking areas).</p>	<ul style="list-style-type: none"> ✓ Adopt doorknob contact mitigation measures. ✓ Limit entry/exit through certain doors and establish on-way traffic in stairwells. ✓ Prepare enhanced cleaning/ sanitizing plans. ✓ Provide signage regarding stair handrails. ✓ Discourage loitering. ✓ Provide sanitizing stations. ✓ Maintain physical distancing in outdoor spaces or limit occupancy. ✓ Rearrange outdoor seating or use decals on outdoor benches/picnic tables to promote physical distancing. ✓ Work with building operators/external bodies to establish management strategies.



Characteristics/ Activities	Risk Ranking (LOW-MED-HIGH)	Rationale	Risk Management Strategies
<ul style="list-style-type: none">• Parking (indoor/outdoor/car park)	LOW	Students and staff may have access to vehicle parking within the vicinity of the Site. Parking areas are conducive to low exposure duration and frequency and are likely to have better ventilation than indoor environments. Parking kiosks are considered high touch surfaces.	<ul style="list-style-type: none">✓ Encourage physical distancing measures through signage.✓ Promote contactless payment.✓ Prepare enhanced cleaning/ sanitizing plans.
Extended Vacancy Issues			
<ul style="list-style-type: none">• Legionella/water quality• Mould• HVAC routine maintenance• Floor drains	LOW	All buildings have been under continued (limited) occupancy during the pandemic/ were never completely shut down. Water quality, mould and HVAC maintenance issues are not anticipated.	<ul style="list-style-type: none">✓ Water system flush.✓ Change HVAC filters.