



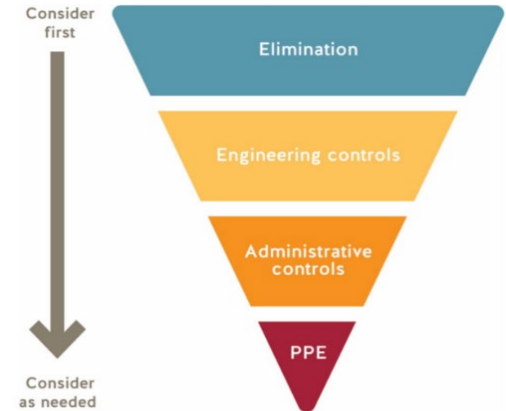
BCIT COVID-19 SAFETY PLAN ACADEMIC SPACES

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The BCIT COVID-19 Go-Forward Plan outlines the risk assessments, control measures, and the organizational process for our safe return to campus. All returning programs/courses must adhere to this process. Please refer to the [BCIT COVID-19 Go-Forward Plan](#) for additional information.

CONTACT INFORMATION

Course/Program Name:	Electrical and Computer Engineering Technology (ECET)/Power Option and Bachelor on Engineering and Power Engineering (Trades)		
Proportion of program offered on campus:	<i>Power: total of 30 courses of which 6 courses have some 'on campus' activities</i> <i>BEng: Power Engineering</i>		
Start date:	January 4, 2021	End date:	May 28, 2021
# of students:	64	# of employees:	10
Completed by:	Name Kathy Manson	Position Program Head	Date Nov. 1 st , 2020
Replaces RTC #:	84		



ROOM INFORMATION

<p>In this section, please identify all of the rooms that will be used by this returning program/course. NOTE: Common areas are covered by the BCIT COVID-19 Go-Forward Plan.</p>			
Campus/ Building	Room Number <small>Floor Plans found here</small>	Type of Space <small>Include washrooms and breakout rooms</small>	Capacity <small>Current capacity due to COVID-19</small>
Burnaby/SW1	3075	Laboratory	12
Burnaby/SW3	2750	Laboratory	9



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RATIONALE FOR ON-CAMPUS ACTIVITY

Please provide a short description explaining the need for students to be on campus. Your narrative should be focused on the practical elements of the program or activity that are critical to achieving learning outcomes, and why on campus components cannot be replicated in an online or alternative environment (e.g. student bringing learning equipment home).

Practical elements of power option courses involve wiring, taking measurements and observing electrical equipment characteristics. These are critical to achieve the learning outcomes for the courses: Elex 3425, Elex 3130, Elex 4410, Elex 4425, Elex 7550 and POWR 4420. On campus components include industrial grade motors, generators, transformers, oscilloscopes, meters and power supplies. It is not possible for the students to bring this equipment home nor is it possible to replicate the experience of working with the power system equipment in a simulation environment.

CONTROL MEASURES

COVID-19 SAFETY PLAN: CONTROL MEASURES CHECKLIST

Directions for completing a Safety Plan:

1. First step of this process is to review the [BCIT COVID-19 Go-Forward Plan](#) as the overall planning document for this process.
2. Use this checklist as a tool to assess COVID-19 control measure preparedness for students and employees and the spaces they will be using. Refer to the [BCIT COVID-19 Go-Forward Plan](#) for standardized safety guidelines and procedures.
3. For each control measure, state the details. If the control measure is a 'No' or 'NA', please provide a brief explanation.
4. The manager requests all PPE requirements by submitting this draft Safety Plan to the PPE@bcit.ca.
5. Implement all the safety measures in this Safety Plan.
6. The manager completes a site visit to ensure all control measures and safety supplies are in place.
7. The manager signs the completed Safety Plan and submits it to returntocampus@bcit.ca for approval.
8. Once approved, the COVID-19 Safety Plan is posted in all work areas identified within this plan.

Note: The workspaces cannot be used until all applicable control measures are in place and Safety Plan is approved. For additional resources the [Risk Assessment Controls Guidance and Hierarchy of Controls](#). For assistance email ssemohs@bcit.ca.



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#	Control Measure	Yes	No	NA	Details (as per Directions)
ELIMINATION					
1.	Room(s) set up to allow for 2 metres physical distancing during instruction and practice. Note: Contact returntocampus@bcit.ca for room capacity and layout if needed.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Exceptions allowed as per BCIT COVID-19 Go-Forward Plan, Risk Matrix Summary (explain):</i> We are following the new layout of the room as attached to this plan. David Pereira has reviewed the plan and confirmed the capacity.
2.	Demonstration, work and assessment stations are set-up to allow for 2 metres physical distancing.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Exception allowed as per BCIT COVID-19 Go-Forward Plan, Risk Matrix Summary (explain):</i> Please see the attached floor plan.
3.	Identified area(s) where students wait outside of teaching space until allowed inside by instructor.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The floor outside the lab is marked for the students to stand on and maintain their physical distance while they are waiting to be allowed in. The instructor will open the lab 5 minutes before the start of the lab to avoid line up in the hallway.
4.	Work has been scheduled to minimize numbers of individuals on campus at one time.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Maximum of 8 students per lab session instead of 16.
5.	In shared spaces, safety protocols have been put in place to reduce close contact between users.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	There are no shared spaces. The use of lab is restricted to only one student per station per day that simplifies the cleaning procedures.
6.	Movement within the room is identified, such as with directional arrows, for walkways and entrances/exits.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Signs or arrows on the floor identifying directions.</i> Markings will be placed. The room has two doors and one will be identified as entrance and the other as exit as shown in the floor plan.
7.	Water fountains are put out of service, and only touchless water bottle filling station available.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>No water fountains</i>
8.	Mobile fans have been removed or put out of service.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>No fans</i>
7.	Washrooms have been identified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>The nearest Washroom is a public washroom managed by facilities.</i>
8.	Break area(s) for student use have been identified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Sufficient workspace is provided in the lab for the instructor to have lunch or a break as needed.</i>
9.	Break areas for employee use have been identified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Sufficient workspace is provided in the lab for the instructor to have lunch or a break as needed.</i>
10.	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
ENGINEERING CONTROL MEASURES					



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#	Control Measure	Yes	No	NA	Details (as per Directions)
11.	Barriers are implemented to separate work areas or walk ways, when physical distancing not practical.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Barriers (welding screens) have been installed to provide isolation between student workstations wherever 2 metre physical distancing is not possible (only applicable to SW3-2750)
12.	Barriers are stable and do not introduce other safety hazards, e.g. tripping.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Barriers have been installed by an outside contractor under the supervision of Facilities.
13.	The impact on ventilation requirements have been considered if there's been a significant use change for the instructional space.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Complete a Facilities and Campus Development work requisition for assessment, as needed.
	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
SIGNAGE (ADMINISTRATIVE) Signage is available @ BCIT online Inventory . Guidelines for posting signs are available on ShareSpace .					
13.	Posted: Physical distancing (2 m) sign(s) Item 1A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14.	Posted: Hand washing sign(s) Item 29B	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No handwashing facility
15.	Posted: Health screen sign(s) Item 3C	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16.	Posted: Hand washing sink location sign(s) Item 14A	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No handwashing facility
17.	Posted: Hand sanitizing station location sign(s) Item 13A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
18.	Posted: Protect yourself sign(s) Item 21A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
19.	Posted: Occupancy limit of this room sign(s) Item 37A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
20.	Posted: Other signs	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please list:
ORIENTATION AND TRAINING (ADMINISTRATIVE)					
21.	Routine safety discussions held to review control measures and safety protocols.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
22.	All students have completed the online COVID-19 Pandemic On-Campus Guidelines training.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Instructors will check prior to the first lab session.
23.	COVID-19 safety Site orientation for students has been developed and posted in the Learning Hub.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Procedure for orientation found here . Student COVID-19 Orientation Checklist found here .
24.	All employees have completed the online BCIT Pandemic Exposure Control Plan Training .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
25.	All employees have completed the online New Employee Orientation module .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	New and Returning Employee Orientation Checklist found here . Each employee to save the checklist to their online New Employee Orientation course



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#	Control Measure	Yes	No	NA	Details (as per Directions)
26.	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
RULES AND GUIDELINES (ADMINISTRATIVE)					
27.	All unnecessary and self-serve items have been removed from the spaces. <i>e.g., pens, paper, etc.</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
28.	Doors that students are to use to enter and exit have been clearly identified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Signs or arrows on the floor</i>
29.	Handouts, papers, and items are not physically provided to students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
30.	Students have dedicated tools/equipment, e.g., items are not shared between students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
31.	If cleaning common touch points or tools/equipment not practical, then it is identified when hands are washed/sanitized before and after use.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>The common touch points are the doorknob and light switches. Students will be required to wash their hands before entering the room. Facility work requested to sanitize the room at the end of the day.</i>
32.	Work spaces/stations are dedicated for an individual or group use and not shared with others.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
33.	Single-use (disposable) products are used where feasible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
34.	Measures are in place to accommodate student sick at home.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Accommodation plan: Students who miss a lab will be given an alternate assignment or allowed to make up the lab at a later date</i>
35.	Procedures in place to screen students on a daily basis.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>The health screen poster is available for reference and is posted on building doors. Students and employees are expected to self assess daily, and the BCCDC self-assessment tool can be used to support this.</i>
36.	There is a procedure in place if a student or employee becomes ill on campus.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Refer to the COVID-19 Pandemic Scenario Playbook for more information. If the person is reporting symptoms, ask them to avoid others and return home. If they require immediate medical attention, call First Aid and 911.</i>
37.	There are procedures in place if a student or employee travels before coming to campus, or has been in close contact with someone who has tested positive for COVID-19.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Refer to the COVID-19 Pandemic Scenario Playbook for more information. Confirm if the person is aware of self-isolation requirements and protocols.</i>
38.	Provisions made for students to maintain same lab/class cohort throughout the Term.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Standard cohort of 16 students will be subdivided into smaller groups of 8 to ensure physical distancing. Students will stay within their smaller group for this course for the term.</i>
39.	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	



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#	Control Measure	Yes	No	NA	Details (as per Directions)
PERSONAL PROTECTIVE EQUIPMENT (PPE). Refer to the PPE Flowchart to determine what PPE is required for COVID-19 purposes.					
40.	Appropriate PPE for the hazards of employee and student tasks are available to be provided (non-COVID-19 related ppe).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Students bring their own safety glasses.</i>
41.	Training is provided for the above PPE to students and employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
42.	Appropriate PPE for COVID-19 is available to be provided to students and employees. Supply requests emailed to ppe@bcit.ca .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Based on circumstances allowed for in the BCIT COVID-19 Go-Forward Plan, Risk Assessment Matrix Summary. List PPE and tasks/activities required for and provide the quantity and unit of measure, if applicable (e.g. 2 boxes of 20 each box): 2 boxes of masks of 20 each box for each room</i>
43.	PPE safe donning, doffing, disposal, and disinfecting instructional materials are available for students and employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Post applicable signs in a visible location if ppe required. Use the Student Orientation checklist to assist orientation/training by instructors. Use the Employee Orientation checklist to assist orientation/training by their supervisors.</i>
44.	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
CLEANING					
45.	Facilities is aware of the cleaning needs for the area. Facilities work requests have been submitted.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>The room needs to be cleaned and sanitized at the end of the day: Work request will be submitted as required.</i>
46.	Training will be provided to faculty and students performing cleaning duties and cleaning materials have been provided.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Students and faculty are not expected to perform cleaning of equipment or materials aside from keeping their workstations clean.</i>
47.	Assessment of sufficient number of hand wash stations conducted, and an appropriate number of handwashing stations are available	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>No sink in the classroom.</i>
48.	Handwashing station(s), stocked, easily accessed, and have been identified to students and employees.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>Sink Location: _____ Stocked with soap Y <input type="checkbox"/> N <input type="checkbox"/> paper towel Y <input type="checkbox"/> N <input type="checkbox"/></i>
49.	Hand sanitizing station(s), stocked, and have been identified to students and employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>ABHS (Alcohol-Based Hand Sanitizer): Location(s) __ On the instructor desk _____ And at each work area Will hand sanitizer be refilled by department: Y <input checked="" type="checkbox"/> N <input type="checkbox"/> If No, describe:</i>
50.	All Safety Data Sheets (SDS) and cleaning procedures used are found here .	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>No chemicals in the room</i>



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#	Control Measure	Yes	No	NA	Details (as per Directions)
51.	The area(s) have been decluttered so that cleaning is simplified.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>New COVID layout as attached</i>
52.	Barrier cleaning process has been arranged if the barrier(s) could become contaminated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
53.	Common touch points and tools/equipment that must be shared are identified and cleaned between students and classes.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>No shared items</i>
54.	Storage space for personal articles have been identified and are cleaned regularly.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Storage area adjacent to each table</i>
55.	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
AUDIT AND CONTINUOUS IMPROVEMENT					
56.	There is a plan to conduct regular inspections of all control measures and safety protocols to ensure they are in place.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Ensure this COVID-19 Safety Plan is posted. Who will conduct these inspections and how often? Faculty will perform inspection on a weekly basis.</i>
57.	Audits of inspections are planned to ensure that control measures continue to be effective.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Who conduct the audits and how often? Associate Dean – Beginning of the term Program Head - Monthly</i>

APPROVAL

All COVID-19 risk control measures for this campus activity are in place.			
Manager	Name Amir Yousefi	Position Associate Dean	Date November 20, 2020
EOC	Name <i>Glen Magel</i>	Position EOC Director	Date December 8, 2020



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SOE – ECET/Power Option Go-Forward-Plan

1. Description

The Electrical Power and Industrial Control program faculty have identified the practical laboratory sessions that are required, at a minimum, to fulfill the academic requirements for successful completion of the following courses:

Term 3 Power Courses	Term 4 Power Courses	Service Courses
<ul style="list-style-type: none">• ELEX 3130• ELEX 3425	<ul style="list-style-type: none">• ELEX 4410• ELEX 4425	<ul style="list-style-type: none">• Power Engineering• Elex 7550• ELEX1105 (PTS)

Labs to be conducted so as to minimize the cleaning required for the shared use equipment while maximizing the efficiency and safety of the lab experience for the students. Accomplished by scheduling labs for third term students on one day per week, for fourth term students on two specific days of the week and robotics on one day of the week.

SW01-3075, SW03-2750 and SW01-2019 study room

- The purpose of the laboratories 3075 and 2750 are to provide students with the space and equipment to perform the in-person hands-on activities to fulfill the learning objectives of the program.
- The purpose of this space is to provide students with a space for study/lunch between their in-person labs. The use of this space is restricted to only one student per table per day.
- Cleaning will be requested from facility after each day of use. Current schedule includes the following dates (extra dates might be added in coordination with timetabling):
-
- A COVID-monitor will be assigned (Set rep) for each cohort to remind students of the protocols and prevent rearrangement of the tables and chairs by the students for SW01-2019



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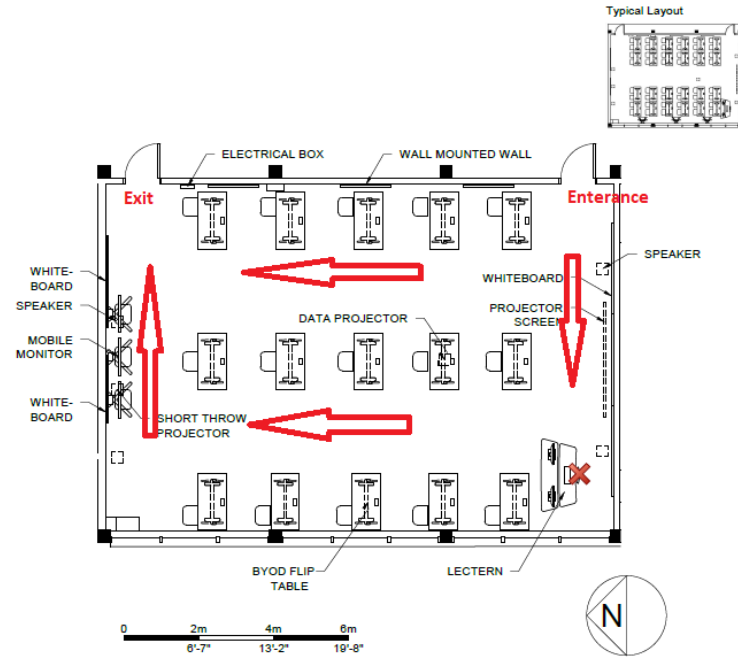
2. Floor Plan with work areas designated: SW01-2019

Emergency contact information

Burnaby campus

Safety and Security Services		Internal
<ul style="list-style-type: none"> ■ Emergency (24 hours) 604.454.2248 2248 ■ First Aid (Building NE16) ■ Security assistance (24 hours) 604.451.6856 6856 ■ Safer walk ■ Room access 		
<p style="margin: 0;">Police, Fire, Ambulance call 911</p> <p style="margin: 0;">If you dial 911, please also contact Security at 604.454.2248.</p>		
<p style="margin: 0;">Download the Safety Wise mobile app </p>		
Facility Maintenance and Custodial Services		
<ul style="list-style-type: none"> ■ Custodial services 604.432.8777 8777 ■ Facilities maintenance (24 hours) 		
Technology Service Support		
<ul style="list-style-type: none"> ■ Computer support (option 1) 604.412.7444 7444 ■ Online course support (option 2) ■ Audiovisual (option 3) 		

3700 Willingdon Avenue, Burnaby, BC V5G 3H2
bcit.ca/safety



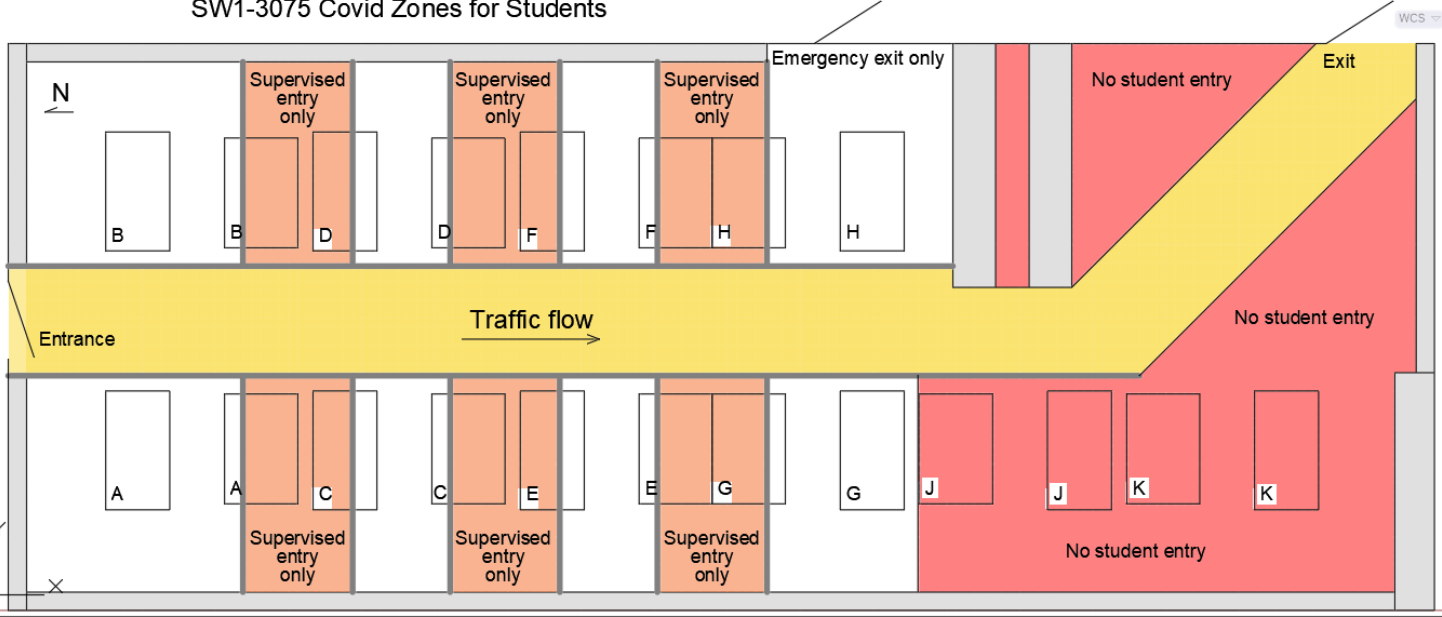
Building	Room	Typical Capacity	Physical Distance Capacity
SW01	2019	48	15

Capacity does not include instructor.
Please return the room to this standard configuration
and leave the space clean and orderly for the next user.

Tables	Chairs	Area Sq. feet	Sq. meters	Scale	Date
18	17	1356	126	1/8" = 1'-0"	August 17, 2020

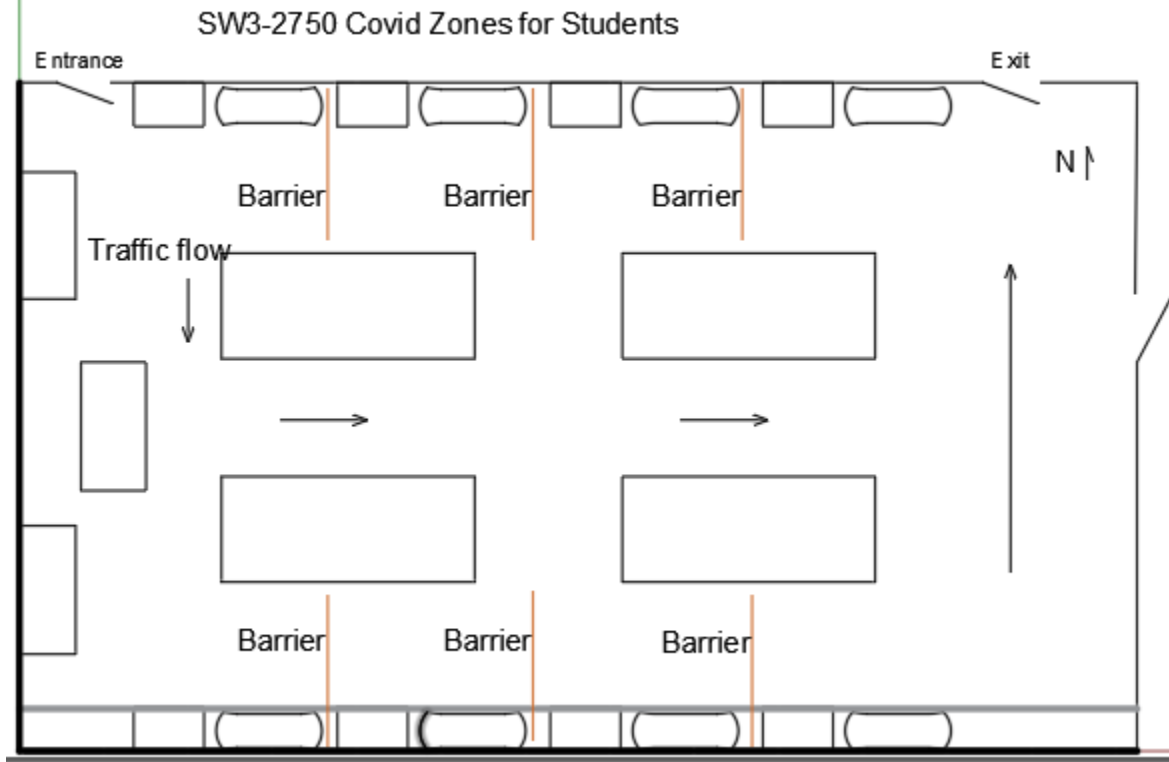
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3. Floor Plan with work areas designated: SW01-3075 SW1-3075 Covid Zones for Students



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4. Floor Plan with work areas designated: SW03-2750



5. Written Instructions for Students (COVID-19 Safety Protocol for ECET students)

1. Students exhibiting symptoms of COVID-19 or feeling unwell must not come to BCIT's Burnaby campus. Please do not attend scheduled on-campus lab sessions if:
 - you have any of the following symptoms:
 - Fever and/or chills
 - Cough and/or shortness of breath
 - Sore throat and painful swallowing
 - Stuffy or runny nose
 - Loss of sense of smell



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- Headache and/or muscle aches
 - Fatigue
 - Loss of appetite;
- you have travelled outside of Canada within the last 14 days;
 - are, or have recently been, in close contact with a person who tested positive for COVID-19.
2. Students must inform by email the appropriate course instructor, their Program Head and the ECET Program Assistant (Gundi Minato, gundi_minato@bcit.ca) when any of the conditions listed in point one above apply to themselves. Please include the on-campus lab(s) that will be missed in the email.

Students who have missed a scheduled, on-campus lab will be accommodated at a later date. Students who have missed an on-campus lab due to any of the conditions listed in item one above must ensure they are no longer required to self-isolate and may be asked to produce evidence from a medical practitioner to this effect before being allowed to attend labs on campus.

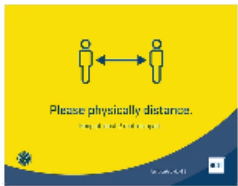
3. Students must have successfully completed the Student COVID and Pandemic Training educational module on the Learning Hub **before** attending any on-campus lab.
- Students arriving on-campus to attend a scheduled lab must adhere to the following protocol. Follow instructions provided by your course instructor for gaining access to the lab. You will either be directed to:
 - line up in the hallway outside the lab ensuring you maintain a 2-metre physical distance at all times until directed to enter the lab by your instructor,or
 - arrive at the lab entrance at the exact time you have been assigned. Do not enter the lab room until invited to do so by your instructor. Use the cellular phone system's time as your time reference. **DO NOT ARRIVE EARLY!** If you arrive late you will be asked to leave and return at a later time once all other students have arrived and are at their lab workstation.
4. When on campus read and obey all signage and directional indicators. These have been placed to help ensure the safety of yourself and others.
5. Before entering the lab please use the hand sanitizer provided to clean your hands.
6. When entering the lab, you will be directed to a location to store personal belongings not needed at your workstation. Store your outerwear, backpack and other items in the space provided and take only your calculator, smart phone, tablet/laptop and other personal items required to conduct the lab activity.



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7. Read and obey all signage in the lab room at all times.
8. When in the lab remain at your assigned workspace area (it will be clearly marked). All required equipment and materials are available at your workstation. If you need to leave your workspace for any reason please ask your instructor for permission to do so first. Clean your hands with the hand sanitizer provided at your workstation and then exit the lab quickly as directed by your instructor. When entering or exiting from your workspace, and while away from the lab space, ensure that you maintain a 2-metre physical distance from others at all times. When using the washroom ensure you wash your hands thoroughly with soap and dry them completely before leaving the washroom. Be mindful of contacting door handles and other common touch points. Use paper towel or tissue to avoid direct contact with common surface touch points. Before re-entering the lab clean your hands with hand sanitizer at the lab entrance and await permission from your instructor to re-enter.
9. You are discouraged from leaving the lab room for snacks or lunch. On campus facilities for food services will not be available or will be significantly reduced. There will not be a location designated for you to have lunch outside of the lab room.
10. When you are finished the lab exercises assigned for the day, wipe your personal belongs at the workspace with the Lysol (or similar) disinfectant and wipe the keyboard, mouse, computer monitor, valve handles and other touch points you used to conduct the day's lab activities. Clean your hands with the hand sanitizer provided at your workstation.
11. When you have received permission from your instructor, proceed to the location where your personal belongings were stored, collect your personal belongings and exit the lab ensuring you maintain a 2-metre physical distance from others.

6. COVID-19 Signage for Labs



2M Distance Sign



Exit Only Sign



Building Entrance Screening Sign



Entrance Only Sign



Washroom Handwashing Sign



Two Way Traffic Sign



BCCDC Hand Washing Sign



Please Stand Here Decal

COVID-19 SAFETY PLAN ACADEMIC SPACES



Washroom Occupancy Sign



Protect Yourself Sign



Please Wait Here Decal



Please Sit Here Decal



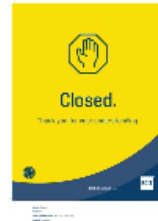
Area Closed Sign



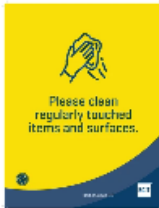
Do Not Leave Food in Fridge Overnight Sign



Occupancy Limit Sign



Closed Sign



Clean Regular Touched Items Sign



One Way Traffic Decal



Please Do Not Sit Here Sign



Hand Sanitizing Location Sign



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7. List of supplies and PPEs needed

Below are the minimum supplies required to follow this procedure

1	Isopropyl Alcohol wipes – 2 boxes of 100	3	Garbage receptacles and garbage bags. 2 boxes of 20 bags	5	Barriers (sheet plastic) Already in place
2	Hand sanitizers – 36 bottles	4	Paper towels 10 packs of 2 rolls		

REFERENCES:

BCIT Pandemic Program – Documents and Templates <https://sharespace.bcit.ca/sites/sas/Exposure%20Control%20Plan/Forms/AllItems.aspx>

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