



Serpentine Enhancement
Society

TYNEHEAD HATCHERY COVID- 19 Safety Plan

4 pages

1. PURPOSE:

To ensure a safe work environment for all Serpentine Enhancement Society (SES) members/volunteers and those volunteers who will be assisting SES with essential projects

2. POLICY

2.1 The following people **CANNOT BE** on the Hatchery grounds or within the Hatchery Buildings

- Members of the public (DFO (April 2, 2020))
- Family or friends of SES members/volunteers
- Family or friends of volunteers brought in for necessary projects

2.2 The following people **CAN** be on the Hatchery Site or within the Hatchery Buildings

- Current SES members/volunteers who have hatchery business to attend to (DFO (April 2, 2020))
 - *NOTE:* please do not come to hatchery grounds just to visit
- Volunteers brought in to assist in a necessary project (i.e. SHaRP to clean Cap troughs). (DFO, 2020)
 - *NOTE:* These volunteers will need to be approved by the SES Directors prior to being invited to be on the Hatchery grounds or buildings. A director will be on site at all times for these projects
- Department of Fisheries and Oceans personnel for Hatchery related business only
- MetroVancouver Parks personnel for Hatchery related business only

2.3 Volunteers/members, DFO and MetroVancouver Parks personnel must **NOT** be on the Tynehead Hatchery site if they:

- Currently have COVID-19-like symptoms such as a sore throat, fever, sneezing, or coughing
- Have travelled internationally in the last 14 days
- Live in the same household as a confirmed or clinical COVID-19 case who is self-isolating
- Have been exposed to anyone confirmed to have COVID-19, or to anyone with possible symptoms of COVID-19

Worksafe B.C. (2020)



3. PROTOCOL / PROCEDURES WHILE AT HATCHERY

3.1 Handwashing / Hand sanitizing

- Preference is handwashing with soap and water for 20 seconds. If unable to wash hands, use hand sanitizer.

NOTE: Hand sanitizer available at sign in desk and in Main Maintenance building. This will be **kept stocked by designated person**

- Wash hand with soap and water, or hand sanitizer when:
 - entering and leaving the main building
 - entering and leaving the Maintenance Building
 - between touching surfaces within either building
 - Before and after breaks, after handling materials, before and after handling common tools and equipment (Worksafe, 2020).

3.2 Social Distancing

- All volunteers will maintain two-meter distance between each other (Worksafe, 2020)
 - Maximum of **one** person in **washroom** at one time (Worksafe (2020).
 - Maximum of **three** people to be in **kitchen** at one time
 - Maximum of **three** people in **main room** at one time
 - Maximum of **seven** people to be in **cap trough** room at one time
 - Maximum of **two** people in **incubation room** at one time
 - Maximum of **three** people in **egg take room** at one time
 - Maximum of **one** person in **office** at one time

3.3 Use of Kitchen

- Coffee pot, kettle and dishes within the kitchen are **NOT** to be used as may increase the risk of COVID transmission (Worksafe (2020)
- After the kitchen used by a volunteer, that volunteer needs to clean the table and chairs (including the arms) with cleanser provided. Only cleanser to be used will be marked as "Tynehead Hatchery".

NOTE: **Designated person** will ensure we have appropriately approved cleanser on site (Government of Canada, 2020).



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3.4 Cleaning

- **Designated person** will ensure we have appropriately approved cleanser on site (Government of Canada, 2020).
- Washrooms will be cleaned weekly by an assigned volunteer. That volunteer will clean the sink, taps and paper towel dispenser down with government approved cleanser (Government of Canada, 2020).
- Last person leaving the building for the day will clean all handles, door knobs within building using the approved multi-purpose spray cleaner and cloth (can be using the clothes/towels that we use for egg takes).
- Equipment that is shared by volunteers needs to be cleansed between each volunteer's use with the approved government cleanser (Government of Canada, 2020; Worksafe (2020)).
- All dirty cloths/towels used for cleaning will be placed in the bucket labelled COVID. Volunteers will find this bucket by umbrella stand. Lesley will ensure emptied and cleaned on Steam Cycle on a regular basis.

3.5 To assist for potential case tracking:

- All volunteers on site need to sign time in and time out
 - the reason for being on site needs to be provided
- All volunteers brought on site for a necessary project need to sign in and out.
 - These volunteers need to identify what company they are with on the sign in/out book

References:

BC Centre for Disease Control (2020) Cleaning and disinfecting
<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/cleaning-and-disinfecting> Accessed May 17, 2020

DFO (April 2, 2020) Guidance for Community Hatcheries. Department of Fisheries and Oceans Canada



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Government of Canada (2020) Hard-surface disinfectants and hand sanitizers (COVID-19): List of disinfectants with evidence for use against COVID-19
<https://www.canada.ca/en/health-canada/services/drugs-health-products/disinfectants/covid-19/list.html> Accessed May 17, 2020

Work Safe B.C. (2020) COVID-19 and returning to safe operation - Phase 2
<https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>
Accessed May 17, 2020

DATE APPROVED: May 20, 2020

Approved by:
Directors of Serpentine Enhancement Society