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Purpose

The purpose of this plan is to promote the health and safety of Fuerste Vaccination employees, our customer's employees as well as our communities by providing appropriate information that can be used to prevent and reduce the risk of contraction, spread and impact of communicable disease.

Fuerste Vaccination Services takes the health and safety of our employees very seriously. Fuerste Vaccination Services is a proud part of the aquaculture industry which has been deemed essential during Declared National Emergencies. In order to be safe and maintain operations, we have developed this Communicable Disease Prevention Plan to be implemented to the extent feasible and appropriate, throughout Fuerste Vaccination Services and at all of our job sites.

Introduction – What is a Communicable Disease?

WorkSafe BC advises that a communicable disease is an illness caused by an infectious agent or its toxic product that can be transmitted by contact with infected individuals or their bodily discharges or fluids, by contact with contaminated surfaces or objects. Examples of communicable diseases that may circulate in the workplace are COVID-19 and seasonal influenza.

Communicable diseases are most commonly spread from an infected person through:

- Respiratory droplets when you cough or sneeze
- Close personal contact such as touching or shaking hands
- Touching something with a virus on it, then touching your eyes, nose, or mouth before washing your hands

Scope

Communicable diseases covered in the scope of this plan are those typically caused by viruses and normally spread by direct or indirect human contact and when the risk of communicable disease in the region or workplace is elevated, as advised and directed by public health.

Examples of communicable disease include but are not limited to:

- Coronavirus
- Influenza

Our Responsibilities

Everyone – Crew Members and the Leadership Team, has responsibility for health and safety in the workplace. Stay home if you are sick, get medical guidance, and follow public health recommendations and requirements.

Fuerste Vaccination Services' HR Department will notify staff when there is a communicable disease threat affecting staff.

Fuerste Vaccination Services' workplace communicable disease prevention, mitigation and response activities are guided by this prevention plan. In the event of a communicable disease outbreak, FVS will work with Island Health Authority, notify affected staff, take actions to protect health and safety of staff, and provide additional guidance as necessary.}

Employer Responsibilities

Fuerste Vaccination Services will:

- Monitor and review communicable disease related information issued by Regional Health Officers or the Provincial Health Officer.
- Implement policies and guidance to support staff who have symptoms of communicable disease.
- Provide adequate hand-hygiene facilities with proper supplies.
- Maintain a clean environment through routine cleaning processes appropriate for the worksite.
- Ensure that building ventilation is adequate.
- Support employees for receiving immunizations for vaccine preventable conditions.
- Provide employees with communication and training surrounding safe work practices, including this Communicable Disease Prevention Plan, and encourage employees to ask questions and provide feedback to the Leadership Team.

In addition, when advised by Public Health and during a period of elevated risk, we must:

- Follow the directions from medical health officers and the regional health authority.
- Follow all Order, guidance, recommendations, and notices issued by the Provincial Health Officer.
- Reassess policies and guidance based on updated guidance from regional or provincial health authorities.

Supervisor Responsibilities

Members of the Leadership Team will:

- Ensure that Crew Members are adequately instructed on the work procedures and preventative measures at their work site.
- Ensure that workplace safety measures are being followed by Crew Members.
- Communicate with Crew Leaders regarding Crew Members concerns or illnesses.

Crew Member Responsibilities

Crew Members will:

- Report any communicable disease safety concerns, unsafe conditions or acts to the Crew Supervisor or HR Manager immediately.
- Wash hands frequently.
- Follow cough/sneeze etiquette.
- Follow established communicable disease prevention and practices as directed by the FVS Leadership Team.
- Use Personal Protective Equipment as instructed and required.
- Know the location of hand washing facilities and hand sanitizer stations.
- Sanitize shared work locations and equipment after each use.
- Stay home, notify the Crew Supervisor and seek medical health guidance if they become sick with symptoms compatible with a communicable disease.
- Ask questions and provide feedback to the Leadership Team on FVS' communicable disease prevention safe work practices.
- Contact the HR Manager if any medical accommodations are required.

Right to Refuse Unsafe Work

Our employees have the right to refuse work if they believe it presents an undue hazard. An undue hazard is an “unwarranted, inappropriate, excessive or disproportionate” risk, above and beyond the potential exposure a general member of the public would face through regular day-to-day activity.

The employee must report the undue hazard to the Crew Supervisor or HR Manager for investigation. Each refusal of unsafe work is dealt with on a case-by-case basis. If the issue is not resolved between the Crew Member and the Crew Supervisor, the Business Operations Manager and HR Manager will be notified and a formal investigation will be conducted. If the matter is not resolved, a WorkSafe BC

prevention officer will then investigate.

Prevention

Preventing communicable disease involves taking ongoing measures to reduce the risk of communicable disease transmission in the workplace. There are a multitude of methods that can be applied to control communicable disease, the primary sources of prevention include hand and surface hygiene, sanitization, isolation and immunization. Vaccines and/or acquired immunity can provide some protection against certain communicable diseases, therefore it is important to limit the spread of communicable diseases before it has the potential to cause serious illness/disease by implementing the additional measures:

- Daily self-screening prior to entering the work environment.
- Do not work when sick with flu-like or communicable disease-like symptoms, contact a medical professional or 8-1-1 for guidance.
- Frequently wash your hands with soap and water for 20 seconds or use alcohol based hand sanitizer.
- Avoid touching your eyes, nose and mouth with un-sanitized hands.
- Use proper cough/sneeze etiquette.
- Avoid close contact with people displaying symptoms of respiratory illnesses.
- Routinely disinfect and clean work surfaces and high traffic touch points.
- Practice a healthy lifestyle; exercise, eat a balanced diet, and get sufficient sleep.
- Avoid public places when sick to prevent the spread of communicable disease.
- Get tested if you have communicable disease symptoms. If confirmed positive, cooperate with contact tracing so others may be advised to self-monitor/isolate.
- Post communicable disease prevention posters in the workplace.
- Maintain appropriate immunizations and vaccinations.
- Maintain social distance from others when possible.
- Use appropriate Personal Protective Equipment
- Any additional measures as directed by Public Health.

Risk Identification

The risk of certain communicable diseases, including Coronavirus, may increase from time to time or on a seasonal basis. This may occur at a local or regional level, or within a certain workplace.

Recognizing the signs and symptoms of communicable disease and understanding the modes of transmission is the first step in reducing the incidence of communicable diseases.

Signs and symptoms will vary depending on the communicable disease, but common characteristics associated at the onset of most communicable diseases typically include fever and other flu-like symptoms: achiness, upset stomach, fatigue, fever and headaches.

Name	Vaccine Preventable?	Description of Symptoms
Coronavirus (COVID-19)	Yes	<p>Symptoms: fever, cough, shortness of breath and breathing difficulties, loss of taste and smell, fatigue</p> <p>Transmission: person-to-person via droplets, coughing sneezing or talking; sharing items, touching contaminated objects/surfaces</p>
Influenza	Yes	<p>Symptoms: fever, cough, sore throat; runny or stuffy nose; muscle/body aches, headaches, fatigue; sometimes vomiting and diarrhea</p> <p>Transmission: person-to-person via droplets; coughing, sneezing or talking; sharing items; touching contaminated objects/surfaces</p>

Seek medical attention from your medical care provider and contact 8-1-1 for guidance and direction if you are symptomatic or may have come into contact with a communicable disease.

FVS will monitor and review communicable disease related information issued by Island Health medical health officers or the Provincial Health Officer related to our industry, region, or workplace. This includes Orders, guidance, notices and recommendations issued by a medical health officer or the provincial health officer.

Risk Controls

Once the risk levels have been identified with guidance from the Island Health Authority, the principles used to reduce the risk are based upon the hierarchy of controls.

The hierarchy of controls in order of their effectiveness:

- **Elimination or Substitution:** Has the employer fully considered eliminating or postponing work tasks that may create a risk of exposure? Are there opportunities to work from home or can work processes be changed to eliminate or reduce contact with others?
- **Engineering Controls:** Are engineering controls, such as physical barriers, practicable?
- **Administrative Controls:** Has the employer fully considered how work practices can be altered to minimize exposure, such as physical distancing or enhanced cleaning protocols?
- **Personal Protective Equipment (PPE):** This last form of protection should only be considered after careful consideration of the previous control measures. The use of gloves and face masks may be considered where none of the above controls are possible/effective. If gloves and masks

are used, proper usage guidelines should be followed.

Stay Home When You Are Sick

What Employees Should Know

All Crew Members should stay home if they have cold or flu symptoms or other gastrointestinal (vomiting or diarrhea) for at least 24 hours after their fever (temperature of over 100 degrees F or 37.8 degrees C or higher) or liquid/droplet symptoms are gone. Temperature should be measured without the use of fever-reducing medicines (medicines that contain ibuprofen or acetaminophen). The employee should contact their medical health provider for further medical direction or guidance or call 8-1-1.

If You Become Sick at Work

Workers who have flu symptoms upon arrival at work or become ill during the day should promptly separate themselves from other workers, ensure a medical mask is being worn, inform their Crew Leader, and go home. Workers should seek medical attention and only return to the workplace once they have recovered. The Crew Leader will report to the Crew Supervisor, who will inform Human Resources and request further guidance.

What Employers Should Know

An important way to reduce the spread of flu is to keep sick people away from those who are not sick. We should review and communicate our sick leave policies and practices to employees before the start of every flu season. It is important to advise all sick employees to stay home for at least 24 hours after their fever is gone without the use of fever-reducing medicines, or after symptoms have improved.

Sick Benefits

Effective January 1, 2022, all employers, including FVS, will offer all employees who have successfully passed their probationary period five paid sick days per year plus three unpaid sick days as per the BC Employment Standards Act. FVS reserves the right to request supporting medical documentation to substantiate the absence and approve the paid time off.

Communicable Disease Incident Procedure

The following procedures should be followed whenever a communicable disease emergency such as a

regional communicable disease outbreak, pandemic, or public health emergency is declared by local or provincial officials.

Employees

Any FVS employee who believes they have a communicable disease should:

- Seek medical attention and get tested if necessary.
- Stay home when sick and avoid close contact with others to the extent possible.
 - Do not return to work until advised by a medical professional, or in the absence of medical consultation, do not return to work for the duration of the illness and 24 hours after symptoms disappear.
 - Notify the Crew Supervisor
 - To limit the spread of communicable disease, avoid travelling when sick unless otherwise deemed appropriate by a medical professional.
- Follow healthcare providers treatment plan.
- Cooperate with Public Health.
- Cooperate with Human Resources for work-related contact tracing.

Supervisors/Crew Leaders

Supervisors and Crew Leaders will support staff who have symptoms of a communicable disease so they can avoid being at the workplace when sick. Supervisors/Crew Leaders who become aware of an employee under their supervision exhibiting communicable disease symptoms or is diagnosed with a communicable disease must not release the employee's name, identifying information, or condition to other employees. All employee healthcare concerns must be forwarded to Human Resources. Supervisors/Crew Leaders and employees can contact Human Resources with any questions or concerns they may have regarding workplace issues surrounding communicable disease.

Supervisors/Crew Leaders will arrange to have work areas cleaned and sanitized.

Confidentiality

All employee medical information is treated as private and confidential and will be handled in compliance with legal requirements.

Personal Hygiene/Cleaning

Frequent hand washing is one of the best ways to minimize the risk of infection. Proper hand washing helps prevent the transfer of infectious material from the hands to other part of the body – particularly the eyes, nose and mouth – or to other surfaces that are touched.

Wash your hands immediately:

- Before leaving a work area.
- After handling materials that may be contaminated.
- Before eating, drinking, smoking, handling contact lenses, or applying makeup.
- Wash and rinse your hands for at least 20 seconds.

Use soap and warm running water; it does not need to be hot to be effective. If water is unavailable, use hand sanitizer with at least 60% alcohol.

Hand washing signs should be displayed in washrooms and breakrooms for staff member and visitor reference.

Respiratory Cough/Sneeze Etiquette

All employees are expected to follow cough/sneeze etiquettes, which are a combination of preventative measures that minimizes the transmission of diseases via droplet or airborne routes. Cough/sneeze etiquette includes the following components:

- Cover your mouth and nose with your arm, sleeve, or tissue when coughing or sneezing to reduce the spread of germs.
- Immediately dispose of any tissues you have used into the garbage as soon as possible and wash your hands afterwards.
- Turn your head away from others when coughing or sneezing.
- Wash your hands regularly.

Use of Masks

A non-medical mask is protective barrier worn on the face, covering at least the nose and mouth, and is used by the person wearing the mask to contain large droplets generated during coughing and sneezing. Non-medical masks help to minimize spread of potentially infectious material **from the infected wearer** to other people. Non-medical masks are not considered full protection.

N-95 masks prevent infectious material from entering an employee's breathing zone.

Masks are to be worn at minimum according to recommendations/guidelines from:

- Provincial Health Officer
- WorkSafe BC
- Human Resources

Members of the public will also be required to follow workplace mask protocols. They may also be refused entry if they do not comply.

Cleaning and Disinfecting

Part of our role in keeping our workplace healthy and safe for employees, customers and visitors means that routine cleaning and disinfecting is of great importance. Cleaning and disinfecting surfaces can also reduce the risk of infection.

Always follow standard practices and appropriate regulations specific to the worksite for minimum standards for cleaning and disinfection.

Communicable disease safety measures that need to be in place include:

- Cleaning and disinfection of highly touched surfaces.
- Frequent handwashing.
- Providing hand-hygiene options for employees and visitors.

When to Clean and When to Disinfect

Cleaning with products containing soap or detergent reduces germs on surfaces by removing contaminants and decreases risk of infection from surfaces.

When no people with confirmed or suspected viruses are known to have been in a space, cleaning once per day is usually sufficient enough to remove viruses that may be on surfaces and help maintain a healthy facility.

Disinfection kills any remaining germs on surfaces, which further reduces any risk of spreading infection.

You may want to either clean more frequently or choose to disinfect (in addition to cleaning) in shared spaces if the space is a high traffic area or if certain conditions apply that can increase the risk of infection from touching surfaces:

- BC COVID dashboard in your community
- Low vaccination rates in your community
- Infrequent use of other prevention measures such as hand hygiene
- The space is occupied by people at increased risk for severe illness

If there has been a sick person at your worksite within the last 24 hours, you should clean and disinfect the space.

Generally, the more people who have touched the surface, the higher the risk. Prioritize cleaning high-touch surfaces at least once per day. If the space is a high traffic area, or if certain conditions (listed above) apply, you may choose to clean more frequently, or disinfect in addition to cleaning.

Facility, Vehicle and Equipment Hygiene

Viruses and germs can land on surfaces. It's possible for people to become infected if they touch those surfaces and then touch their nose, mouth, or eyes. The following are general guidelines for cleaning and disinfecting common work areas, vehicles and equipment.

At a minimum, clean and disinfect touched surfaces at the beginning and end of each shift. Ensure that cleaning and disinfection procedures are followed consistently and correctly, including the provision of adequate ventilation when chemicals are in use. When cleaning and disinfecting, individuals should wear disposable gloves compatible with the products being used as well as any other PPE required according to the product manufacturer's instructions.

Building Ventilation

For all work and activities that take place indoors, basic principles of good indoor air quality include supplying outdoor air to replenish indoor air by removing and diluting contaminants that naturally accumulate in indoor settings, especially in well-sealed buildings.

In smaller, less ventilated work areas, such as the Head Office, crew vehicles, and the Conuma Marking Trailer, a window should be opened for additional ventilation when a number of people are occupying the space and when communicable disease may be a concern. Promotion of employees to work from home where possible is another example.

Promotion of Employee Vaccinations

Fuerste Vaccination Services will support Public Health messaging for vaccinations against pandemic or community diseases.

FVS recognizes the public health benefits of vaccination programs to reduce illness, disability, and death from community acquired diseases. Employees are required to participate in public health vaccination programs, including annual flu vaccination.

FVS recognizes every employee's right to determine their own health choices and has not mandated and will not discriminate against employees who choose not to get vaccinated. FVS will comply with any customer policy which states that contractors must be vaccinated.

Reasons to get vaccinated:

- **Vaccine-preventable diseases have not gone away**
The viruses and bacteria that cause illness and death still exist and can be passed on to those who are not protected by vaccines.

- **Vaccines will help keep you healthy**
 Vaccines can prevent short term illnesses and prevent long term chronic disability or increased risk of cancer depending on the disease.
- **Vaccines are important to your overall health along with proper diet and exercise**
 Vaccines play an important part of maintaining health along with eating healthy foods, exercising and getting regular check-ups. They are one of the most convenient and safest preventative measures available.
- **Vaccination can mean the difference between life and death**
 Vaccine-preventable infections can be deadly. Example: every year in the US, prior to the COVID-19 pandemic, approximately 50,000 adults died from vaccine-preventable diseases.
- **Vaccines are safe**
 Potential side effects associated with vaccines are uncommon and much less severe than the diseases they prevent.
- **Vaccines will not cause the diseases they are designed to prevent**
 Vaccines contain either killed or weakened viruses, making it impossible to get the disease from the vaccine.
- **Young and healthy people can get very sick too**
 Infants and older adults are at increased risk for serious infections and complications, but vaccine-preventable diseases can strike anyone. If you are young and healthy, getting vaccinated can help you stay that way.
- **Vaccine-preventable diseases are expensive**
 Diseases not only have an impact on individuals and their families, but also carry a high price tag for society as a whole.
- **When you get sick, your children, grandchildren, and parents may be at risk too**
 Adults are the most common source of pertussis (whooping cough) infection in infants which can be deadly for babies. When you get vaccinated, you are protecting yourself and your family as well as those in your community who may not be able to be vaccinated.
- **Your family and coworkers need you**
 Millions of adults get sick from vaccine-preventable diseases, causing them to miss work and leaving them unable to care for those who depend on them, including their children and/or aging parents.