



NISGA'A NATIONS STRATEGIC RESTART PLAN

JUNE 2020



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OVERVIEW

HISTORY

COVID-19 has been declared a global pandemic. Coronaviruses are a large family of viruses found mostly in animals. In humans, they can cause diseases ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS). The disease caused by the new coronavirus has been named COVID-19.

While the main characteristics of COVID-19 are still unknown, mild to severe illness has been reported for confirmed cases.

BC, Canada and many other countries continue to be in active containment mode through a series of public health measures including social distancing, travel restrictions and business and school closures to prevent the virus from spreading.

In November / December, Wuhan in China experienced an outbreak of COVID-19. This turned into a community wide spread of the coronavirus. By March 2020 a pandemic was declared globally.

As the pandemic hit BC, we asked Nisga'a Citizens to do their part and they took action to stay home and help flatten the curve. With each day, the rate growth in COVID-19 cases has steadily declined and more than 1,350 people have recovered. And BC has the lowest mortality rate of any jurisdiction in Canada, the United States and Western Europe with more than 5 million people.

From the outset, the main focus of the Nisga'a Lisims Government's Emergency Preparedness Committee's efforts has been protecting our people, our elders and our most vulnerable people by slowing the rate of transmission.



THE NISGA’A NATION STRATEGIC RESTART PLAN

This restart plan takes a phased approach to mitigate the impacts of COVID-19. Each phase provides guidance for individuals and businesses. Everyone is free to go at their own pace as we move between phases. Businesses and organizations may not follow the same timelines for reopening and expanding interactions.

How we move between phases

1. Effectiveness of intervention measures within the Nisga’a Nation and elsewhere.
2. New Scientific knowledge about COVID-19 from health experts.

All Nisga’a Citizens have a role to play in reducing the possibility of transmission. We must continue to take it slow and be cautious to progress through the phases. BC’s Safe Restart Plan and the Nisga’a Nations Strategic Restart Plan are Recovery Plans from COVID-19, but the next stage of our response as we learn to live with the virus.

PHASE I – BC declares a State of Local Emergency to support COVID-19 response

March – May, 2020

- NLG Executive passed resolution tasking the Emergency Preparedness Committee with the overall response to COVID-19
- Offices and businesses reduce hours or lock out public access
- Offices implement working from home policies
- Social distancing practicing & self-isolation were in effect
- Frequent handwashing was encouraged

PHASE II – Implementation of the “Nisga’a Nation’s Strategic Restart Plan”.

June 24, 2020 to Current

- Phased approach to opening of public facilities within Nisga’a Lands
- soft opening date **June 29th, 2020** until July or August depending on cases
- monitor the situation of COVID-19
- Essential Travel Only and Maintain physical distancing
- Day use picnic sites and camp sites re-open
- Day use of designated provincial park sites
- Recreational and Sports
- Parks, Benches and outdoor spaces
- Restaurants and cafe’s

PHASE III – Nisga’a Nation is open the public entirely including tourists

Tentatively starts September

- Restart of in-person K-12 and post-secondary classes within Nisga’a Lands
- Limited overnight use of Recreational sites, camping and picnic sites
- Smart and Safe Travel within the province

- Re-Opening of offices and public buildings
- Religious buildings

What we're watching to ease restrictions

- 14 day incubation Period
 - Monitoring incubation periods in relation to policy changes, like opening businesses
- COVID-19 Cases
 - Tracking how many confirmed and recovered cases in Northern BC
- New Outbreaks
 - Monitoring if outbreaks are connected, including the location, size and severity
- What's Happening Elsewhere
 - Noting how other jurisdictions respond to the pandemic

Protective Measures we've taken on Nisga'a Lands have made a difference

From the onset, BC established clear guidance, transparency and an evidence based approach that Nisga'a Lisims Government adopted in our fight against COVID-19. Working together we've made a lot of progress. These protective measures and restrictions have directly saved lives. But we also know the public health benefit has come at some expense, including the economic, social and personal well-being of many Nisga'a Citizens.

What the "New Normal" means to you

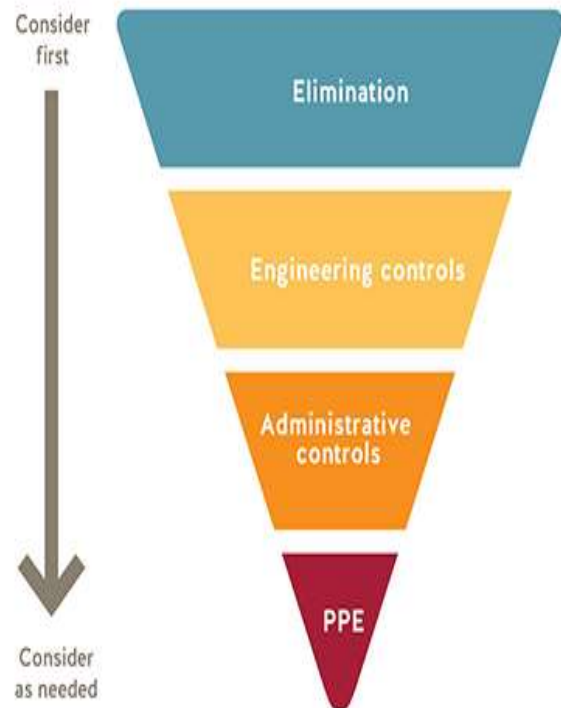
Our progress in the fight against COVID-19 is a direct result of the sacrifices and decisions that we have all made. To continue to protect our Elders and our Vulnerable people and ensure that our health care system can respond to this dangerous virus, means that we all have to keep doing our part – At home, in the community and at work.

- Stay at home and keep a safe distance from family when you have cold or flu symptoms, including:
 - Coughing
 - Sneezing
 - Runny nose
 - Sore throat
 - Fatigue
- No handshaking or hugs outside of your family
- Practice good hygiene, including:
 - Regular hand washing
 - Avoiding touching your face
 - Covering coughs and sneezes
 - Disinfect frequently touched surfaces
- Keep physical distancing, as much as possible when in the community and where not possible, consider using a non-medical mask or face covering

PROTOCOLS FOR PUBLIC FACILITIES

We are asking people to stay close to home and avoid any travel between communities and cities that is not essential. Many businesses are reopening with extra safety precautions and physical distancing measures. Businesses should have a COVID-19 Safety Plan posted online or at their worksite. This means the business has done their homework and we can visit their store/ establishment with confidence.

- 1. Elimination – first level of protection:** Use policies and procedures to keep people at a safe physical distance from one another. Limit the number of people in your facility at any one time, and implement protocols to keep workers at least 2 metres from other workers, customers, and members of the public.
- 2. Engineering Controls – second level of protection:** If you can't always maintain physical distancing, install barriers such as Plexiglas to separate people.
- 3. Administrative Controls – third level of protection:** establish rules and guidelines, such as cleaning protocols, telling workers not to share tools, or implementing one way doors or walkways.
- 4. PPE – fourth level of protection:** If the first three levels of protection aren't enough to control the risks, supply workers with personal protective equipment (PPE), such as non-medical masks. PPE should not be used as the only control measure. It should only be used in combination with other measures



(The above diagram will be a model used for all public buildings, offices throughout the Nisga'a Nation – from WSBC website)

Response Considerations for All Staff

1. **Do not work if any staff are showing symptoms, or general public to encourage them to contact NVHA for testing for COVID-19**
2. **Hand wash frequently throughout the day, and use hand sanitizer**
3. **Greet others with a smile, NO handshakes or hugs and maintain social distancing of at least 2 arms length from everyone**
4. **Do not handle other's belongings**
5. **Sneeze or cough into your sleeve**

Response Considerations for General Public

1. **If general public showing any symptoms of cold, flu, or COVID-19 to return home and encourage individual to contact NVHA for COVID-19 test**
2. **Staff to notify NVHA about individual's name showing symptoms**
3. **General Public to use hand sanitizer upon entrance into building**
4. **General Public to wash their hands frequently while in public buildings**
5. **Remind the public to social distance and keep at least 6 feet away from others**
6. **Ask the public not to handle other's belongings**
7. **Remind the public to sneeze or cough into sleeve**
8. **Ask everyone to wash their hands before they leave**

NISGA’A VILLAGE OF GITLAXT’AAMIKS

Gitlaxt’aamiks Village Government building

Screening of staff	<ul style="list-style-type: none"> Staff feeling unwell with a cold, flu or COVID-19 symptoms will be denied access into the building
Safety Measures	<ul style="list-style-type: none"> All staff must <ol style="list-style-type: none"> Hand wash frequently use hand sanitizer dispensaries cough or sneeze into crease of your elbow Social Distancing from other staff of at least 6 feet
Sign in / out	<ul style="list-style-type: none"> must have sign in/out procedure when in and out of the building for staff and for general public
Entrance / Exits	<ul style="list-style-type: none"> designate one-way entrance, one-way exit place signs and posters at entrances to remind staff and the public if they are feeling sick, with specific instructions
Walk Ways	<ul style="list-style-type: none"> place arrows for one way direction for staff to follow
Correspondence	<ul style="list-style-type: none"> encourage correspondence digitally signatures to remain using Adobe Sign for electronic signatures to minimize contact of individuals on paper
Copier Rooms	<ul style="list-style-type: none"> copier machine must be disinfected twice per day must have a cleaning station for cleaning after each use
Meeting room telephones	<ul style="list-style-type: none"> must be disinfected twice per day or after each use Equipped with projectors and screens to encourage video conference meetings rather in person Reduce amount of chairs to reduce the distance between participants in the room at once
Front Receptionists	<ul style="list-style-type: none"> Plexiglas for main receptionists
Staff cafeteria / lunch rooms	<ul style="list-style-type: none"> staff must wash their own dishes and put away after use limit number of people at a time
Staff Washrooms	<ul style="list-style-type: none"> must be disinfected twice per day must be used by staff only and not permitted for public use
Public Washrooms	<ul style="list-style-type: none"> must be well stocked with soap and paper towels to encourage frequent hand washing cleaned twice per day for public use only, no staff is permitted to use
Cleaning Stations	<ul style="list-style-type: none"> Cleaning station must be kept in high traffic areas for high touch surface areas
Hand sanitizer dispensers	<ul style="list-style-type: none"> Must be placed at the entrance for staff and public use Placed through the building as needed
General public	<ul style="list-style-type: none"> must phone and make an appointment ahead of time

	<ul style="list-style-type: none">• Designate specific area for general public to meet staff one on one, with reminder of social distancing• Public must sign in while on building premises, direction to individual must be made ahead of time when they book an appointment• Staff to keep 6 feet apart from public while making any kind of transaction or payments, preferably staff and public should be divided by Plexiglas• Public are not permitted in staff work areas or offices• Payments from the public must be in designated area and keep social distancing of 6 feet
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Gitmidiik Auditorium

Space and Density	<ul style="list-style-type: none"> • Number of participants allowed entry into building at a time must be to spacing requirements to allow social distancing of 6 feet • Seating arrangements must allow social distancing of 6 feet
Hand Hygiene	<ul style="list-style-type: none"> • Encourage frequent hand washing while on premises • Ensure washrooms remain stocked with soap and consider offering hand sanitizer at entrances
Bathrooms	<ul style="list-style-type: none"> • Ensuring its disinfected after each event • Having one / two stalls opened at a time
Communication	<ul style="list-style-type: none"> • Show the general public what your employees are doing to support the efforts to slow the transmission of COVID-19 by communicating online, VHF, or signs / posters
Screening of participants in building	<ul style="list-style-type: none"> • Routine daily screening of participants in building upon arrival. If anyone is feeling unwell, showing symptoms of a cold, flu, or COVID-19 will be denied entry into building
Individuals who are at high risk	<ul style="list-style-type: none"> • Encourage individuals who are high risk for contracting the COVID-19 to not take part in recreational, sporting, or camp activities
Public Events	<ul style="list-style-type: none"> • Meetings or events must be scheduled with village Government • Plans for participants, seating arrangements and who will monitor participants entering premises must be submitted for approval to CAO
Court Proceedings	<ul style="list-style-type: none"> • Terrace Court staff – and public scheduled for court proceedings must follow and adhere to the Terrace Court Registry guidelines during operation of court dates and times

Gitlaxt'aamiks Recreation Center

Space and Density	<ul style="list-style-type: none"> • Number of participants allowed entry into building at a time must be to spacing requirements to allow social distancing of 6 feet • Seating arrangements must allow social distancing of 6 feet
Sports	<ul style="list-style-type: none"> • Consider having low impact sports – especially outdoor • Identify high contact sports that should not take place during the pandemic
Hand Hygiene	<ul style="list-style-type: none"> • Encourage frequent hand washing while on premises • Ensure washrooms remain stocked with soap and consider offering hand sanitizer at entrances
Communication	<ul style="list-style-type: none"> • Show the general public what your employees are doing to support the efforts to slow the transmission of COVID-19 by communicating online, VHF, or signs / posters
Screening of participants in building	<ul style="list-style-type: none"> • Routine daily screening of participants in building upon arrival. If anyone is feeling unwell, showing symptoms of a cold, flu, or COVID-19 will be denied entry into building
Individuals who are at high risk	<ul style="list-style-type: none"> • Encourage individuals who are high risk for contracting the COVID-19 to not take part in recreational, sporting, or camp activities
Public Events	<ul style="list-style-type: none"> • Meetings or events must be scheduled with village Government • Plans for participants, seating arrangements and who will monitor participants entering premises must be submitted for approval to CAO
Weight Rooms	<ul style="list-style-type: none"> • Only two people at time for one hour intervals • Public must sign up to use the weight rooms • Participants are asked not to touch other's personal belongings • Equipment will be spaced apart far enough to maintain social distancing • Encourage participants to wash their hands frequently
Youth Room	<ul style="list-style-type: none"> • Certain number of youth allowed to participate per event to allow and maintain social distancing • Any youth showing symptoms of a cold, flu or COVID-19 will be sent home

Gitlaxt'aamiks Head start / Nursery

Screening of staff and children	<ul style="list-style-type: none"> • Routine screening of all staff and children if they are feeling unwell, or showing symptoms • If feeling unwell with a cold, flue, or COVID-19 with coughing or sneezing to NOT come into child care facility • Encourage staff to work remotely from home and to self-isolate for 14 days • Encourage parents to keep child home and to self-isolate for 14 days • Encourage both parents, and staff to contact NVHA to book an appointment for testing for COVID-19
Hand Hygiene	<ul style="list-style-type: none"> • Have staff and children wash their hands when they arrive at the center, before they go home • Have staff and children wash their hands after eating and drinking • Have staff wash their hands before preparing food for the children
Fever or coughing	<ul style="list-style-type: none"> • If children show any kind of symptoms while in care, contact the child's parent immediately and arrange for the child to be picked up • Separate child in a supervised area where they will have no contact with other children, until parent arrives for pick up • Staff showing any symptoms while at work, should be asked to home right away
Cleaning and Disinfecting	<ul style="list-style-type: none"> • Easily cleaned toys must be used for individual play • No dress up clothes or stuffed animals • Limit the amount of playdough used to reduce hand to hand contact and cross contamination
Physical distancing	<ul style="list-style-type: none"> • Staff will assist the children with physical distancing • Try taking children outside more often, and staggering snack and lunch times
children returning to school	<ul style="list-style-type: none"> • Staff or children who have been sick, may only return once they are assessed by their family physician as safe to do so
Children at High Risk of infection	<ul style="list-style-type: none"> • Parents and caregivers are encouraged to consult with their health care provider to determine if their child should attend child care if they are uncertain

Meals on Wheels

Screening of staff and children	<ul style="list-style-type: none"> • Routine screening of all staff and children if they are feeling unwell, or showing symptoms to deny entry into building • Encourage staff to work remotely from home and to self-isolate for 14 days if they are feeling unwell
Hand Hygiene	<ul style="list-style-type: none"> • Have staff and children wash their hands when they arrive on site and before they go home • Have staff and children wash their hands after eating and drinking • Have staff wash their hands before preparing food for the children
Fever or coughing	<ul style="list-style-type: none"> • If children show any kind of symptoms while in care, contact the child's parent immediately and arrange for the child to be picked up • Separate child in a supervised area where they will have no contact with other children, until parent arrives for pick up • Staff showing any symptoms while at work, should be asked to home right away
Cleaning and Disinfecting	<ul style="list-style-type: none"> • Eating areas should be cleaned after each use
Lunch Area	<ul style="list-style-type: none"> • Tables must be arranged so children can social distance while having lunch • Tables must be disinfected after each use
Bathrooms	<ul style="list-style-type: none"> • Children will use designated bathroom upstairs during lunch hour • Disinfected after all children leave the building
Physical distancing	<ul style="list-style-type: none"> • Staff to assist the children with physical distancing • Try taking children outside more often, and staggering snack and lunch times • Accommodate smaller groups with more space
Staff or children returning to center	<ul style="list-style-type: none"> • Staff or children who have been sick and sent home, may only return once they are assessed by their family physician when safe to do so
Children at High Risk of infection	<ul style="list-style-type: none"> • Parents and caregivers are encouraged to consult with their health care provider to determine if their child should attend child care if they are uncertain

Public Works Building

Screening of staff	<ul style="list-style-type: none"> Any staff feeling unwell with a cold, flu or COVID-19 symptoms will denied entry into the work site
Safety Measures	<ul style="list-style-type: none"> All staff must <ol style="list-style-type: none"> Hand wash frequently use hand sanitizer dispensaries cough or sneeze into crease of your elbow Social Distancing from other staff of at least 6 feet
Sign in / out	<ul style="list-style-type: none"> Consider having a sign in/out procedure when in and out of the building
Entrance / Exits	<ul style="list-style-type: none"> designate one-way entrance, one-way exit is possible place signs and posters at entrances to remind staff and the public if they are feeling sick, with specific instructions
Walk Ways	<ul style="list-style-type: none"> place arrows for one way direction for staff to follow
Correspondence	<ul style="list-style-type: none"> encourage correspondence digitally signatures to remain using Adobe Sign for electronic signatures to minimize contact of individuals on paper
Copier Rooms	<ul style="list-style-type: none"> copier machine must be disinfected twice per day must have a cleaning station for cleaning after each use
Meeting room telephones	<ul style="list-style-type: none"> must be disinfected after each use encourage video conference meetings rather in person Reduce amount of chairs to reduce the distance between participants in the room at once
Front Receptionists	<ul style="list-style-type: none"> Plexiglas for main receptionists
Staff cafeteria / lunch rooms	<ul style="list-style-type: none"> staff must wash their own dishes and put away after use limit number of people at a time
Staff Washrooms	<ul style="list-style-type: none"> must be used by staff only and not permitted for public use
Cleaning Stations	<ul style="list-style-type: none"> Cleaning supplies must be kept in high traffic areas for high touch surface areas
Hand sanitizer dispensers	<ul style="list-style-type: none"> Must be placed at the entrance for staff and public use
General public	<ul style="list-style-type: none"> Public are not permitted into public works building Payments from the public must be made at the village Government office

New Aiyansh Gas Bar / Post Office

Screening of staff and public	<ul style="list-style-type: none"> • Routine screening of all staff if they are feeling unwell, or showing symptoms to deny entry onto work site • Public who are not feeling well are encouraged not to enter the building, and arrange a family member to run errands
Hand Hygiene	<ul style="list-style-type: none"> • Have staff wash their hands when they arrive at work and before they go home
Food preparation	<ul style="list-style-type: none"> • Cooks must wear face masks and gloves while preparing food in kitchen
Cleaning and Disinfecting	<ul style="list-style-type: none"> • High touch surface areas must be disinfected frequently
Physical distancing	<ul style="list-style-type: none"> • Encourage and remind the public to social distance of at least 6 feet while on the store premises
Bathrooms	<ul style="list-style-type: none"> • One bathroom designated for staff only • One bathroom designated for public only • Must be disinfected frequently during work hours
Post Office	<ul style="list-style-type: none"> • Public must keep in mind of social distancing when picking up mail
Space and Density	<ul style="list-style-type: none"> • Consider having certain number of customers into the building at a time

Interpretive Center

Screening of staff	<ul style="list-style-type: none"> • Routine screening of all staff and public if they are feeling unwell with a cold, flu or COVID-19 symptoms to deny entry on premises
Hand Hygiene	<ul style="list-style-type: none"> • Have staff and public wash their hands when they arrive at the center, and before they go home • Encourage participants to wash their hands frequently
Cleaning and Disinfecting	<ul style="list-style-type: none"> • Building must be disinfected after each use • Hand sanitizer must be available for staff and public use
Physical distancing	<ul style="list-style-type: none"> • Remind all participants in the building to social distance of at least 6 feet
Individuals at High Risk	<ul style="list-style-type: none"> • Individuals are at high risk are encouraged to consult with their health care provider to determine if they should participate in public events

Shanika's Restaurant

Screening of staff	<ul style="list-style-type: none"> • Routine screening of all staff if they are feeling unwell, or showing symptoms of a cold, flu or COVID-19 to deny access onto work site
Hand Hygiene	<ul style="list-style-type: none"> • Workers to wash their hands when arriving at work • Workers to wash their hands after eating and drinking • Workers to wash their hands before preparing food
Food Orders	<ul style="list-style-type: none"> • Orders for food must be made at side window • Public not allowed to enter into restaurant
Cleaning and Disinfecting	<ul style="list-style-type: none"> • Must be cleaned and disinfected after each use and frequently throughout work hours
Physical distancing	<ul style="list-style-type: none"> • Remind works to social distance of at least 6 feet
Bathrooms	<ul style="list-style-type: none"> • Workers only, no public allowed to use • Disinfected frequently

Guno Store

Screening of staff	<ul style="list-style-type: none"> • Routine screening of all staff and public if they are feeling unwell with a cold, flu or COVID-19 symptoms to deny entry on premises
Hand Hygiene	<ul style="list-style-type: none"> • Have staff wash their hands when they arrive on work site, and before they go home • Encourage staff to wash their hands frequently
Cleaning and Disinfecting	<ul style="list-style-type: none"> • Building must be disinfected after each use • Hand sanitizer must be available for staff and public use
Physical distancing	<ul style="list-style-type: none"> • Remind all participants in the building to social distance of at least 6 feet
Public Entry	<ul style="list-style-type: none"> • Permit 1 person, or family household at a time • Request public to make shorter / quicker times in store
Bathrooms	<ul style="list-style-type: none"> • For workers only, no public access allowed • Disinfected frequently between each shift schedule

NISGA’A VILLAGE OF GITWINKSIHLKW

Gitwinksihlkw Village Government building

Screening of staff	<ul style="list-style-type: none"> • Staff feeling unwell with a cold, flu or COVID-19 symptoms will be denied access into building
Safety Measures	<ul style="list-style-type: none"> • All staff must <ol style="list-style-type: none"> 1. Hand wash frequently 2. use hand sanitizer dispensaries 3. cough or sneeze into crease of your elbow 4. Social Distancing from other staff of at least 6 feet
CEO & Bylaw Officer	<ul style="list-style-type: none"> • Will ensure the health and safety of safe operations in all buildings and community in collaboration with Managers and staff • Continue to screen members moving back to the community or returning
Entrance / Exits	<ul style="list-style-type: none"> • designate one-way entrance, one-way exit • place signs and posters at entrances to remind staff and the public if they are feeling sick, with specific instructions
Walk Ways	<ul style="list-style-type: none"> • place arrows for one way direction for staff to follow
Correspondence	<ul style="list-style-type: none"> • encourage correspondence digitally • signatures to remain using Adobe Sign for electronic signatures to minimize contact of individuals on paper
Copier Rooms	<ul style="list-style-type: none"> • copier machine must be disinfected twice per day • must have a cleaning station for cleaning after each use
Meeting rooms	<ul style="list-style-type: none"> • must be disinfected after each use • In person meetings will adhere to social distancing requirements • Reduced number of chairs in Council Chambers to ensure social distancing requirements
Front Receptionists	<ul style="list-style-type: none"> • Plexiglas for main receptionists • Keep destination record of all staff • Keep a log of all community members who enter the building
Staff lunch room	<ul style="list-style-type: none"> • staff must wash their own dishes and put away after use • limit number of people at a time • staff are required to bring their own coffee, as the coffee maker was removed
Staff Washrooms	<ul style="list-style-type: none"> • must be disinfected twice per day • must be used by staff only and not permitted for public use

Public Washrooms	<ul style="list-style-type: none"> • must be well stocked with soap and paper towels to encourage frequent hand washing • cleaned twice per day • for public use only, no staff is permitted to use
Cleaning Stations	<ul style="list-style-type: none"> • Cleaning station must be kept in high traffic areas for high touch surface areas
Hand sanitizer dispensers	<ul style="list-style-type: none"> • Must be placed at the entrance for staff and public use • Placed through the building as needed
General public	<ul style="list-style-type: none"> • must phone and make an appointment ahead of time • Public are not permitted in staff work areas or offices • Only two members from the public are allowed in at a time • Payments from the public must be in designated area and keep social distancing of 6 feet

Ts'oohl Ts'ap Memorial Recreation Center

Space and Density	<ul style="list-style-type: none"> • Number of participants allowed entry into building at a time must be to spacing requirements to allow social distancing of 6 feet • Seating arrangements must allow social distancing of 6 feet
Areas blocked	<ul style="list-style-type: none"> • Front entrance, lobby area and kitchen will be locked • Bleachers and half the gym floor, stage areas are partitioned off and is not accessible to the public
Time Slots	<ul style="list-style-type: none"> • Gitwinksihlkw community members must phone to book an appointment with the front receptionist to access the center • No drop ins accepted, time slots will be 1-hour maximum per user • Record of names will be kept of those utilizing the center • One household or family at a time with review and approval, members can combine their household with one or two others
Hours of Operation	<ul style="list-style-type: none"> • Hours of operation to community members will be from 9:00-4:00 p.m. • Be closed for one hour in between appointments for disinfecting
Sports	<ul style="list-style-type: none"> • Consider having low impact sports – especially outdoor • Identify high contact sports that should not take place during the pandemic
Hand Hygiene	<ul style="list-style-type: none"> • Encourage frequent hand washing while on premises • Ensure washrooms remain stocked with soap and consider offering hand sanitizer at entrances
Communication	<ul style="list-style-type: none"> • Show the general public what your employees are doing to support the efforts to slow the transmission of COVID-19 by communicating online, VHF, or signs / posters
Screening of participants in building	<ul style="list-style-type: none"> • Routine daily screening of participants in building upon arrival. If anyone is feeling unwell, showing symptoms of a cold, flu, or COVID-19 will be denied entry into building
Individuals who are at high risk	<ul style="list-style-type: none"> • Encourage individuals who are high risk for contracting the COVID-19 to not take part in recreational, sporting, or camp activities
Cultural Gatherings	<ul style="list-style-type: none"> • Meetings or events must be scheduled with village Government • Is available to Wilps for cultural gatherings on a restricted basis of not permitting more than 50 members at a time • Table will be set up out front with hand sanitizer • A designated family member must be assigned as the family contact to ensure requirements are met

	<ul style="list-style-type: none"> • List of immediate and Wilp family members attending the event must be provided • Family travelling from the urban areas must wear a mask and gloves
Weight Rooms	<ul style="list-style-type: none"> • Public must sign up to use the weight rooms • Participants are asked not to touch other's personal belongings • Equipment will be spaced apart far enough to maintain social distancing • Encourage participants to wash their hands frequently • Weight equipment will be tagged, users will remove the tags to indicate usage and cleaning required
Basketball Court	<ul style="list-style-type: none"> • Half court only • Users must provide their own basketball
Youth Center	<ul style="list-style-type: none"> • Will remain closed until plans are developed

NISGA'A VILLAGE OF LAXGALTS'AP

Laxgalts'ap Village Government building

Screening of staff	<ul style="list-style-type: none"> Staff feeling unwell with a cold, flu or COVID-19 symptoms will be denied access into the building
Safety Measures	<ul style="list-style-type: none"> All staff must <ol style="list-style-type: none"> 1. Hand wash frequently 2. use hand sanitizer dispensaries 3. cough or sneeze into crease of your elbow 4. Social Distancing from other staff of at least 6 feet
Sign in / out	<ul style="list-style-type: none"> must have sign in/out procedure when in and out of the building for staff and for general public
Entrance / Exits	<ul style="list-style-type: none"> designate one-way entrance, one-way exit place signs and posters at entrances to remind staff and the public if they are feeling sick, with specific instructions
Walk Ways	<ul style="list-style-type: none"> place arrows for one way direction for staff to follow
Correspondence	<ul style="list-style-type: none"> encourage correspondence digitally signatures to remain using Adobe Sign for electronic signatures to minimize contact of individuals on paper
Copier Rooms	<ul style="list-style-type: none"> copier machine must be disinfected twice per day must have a cleaning station for cleaning after each use
Meeting room telephones	<ul style="list-style-type: none"> must be disinfected twice per day or after each use Equipped with projectors and screens to encourage video conference meetings rather in person Reduce amount of chairs to reduce the distance between participants in the room at once
Front Receptionists	<ul style="list-style-type: none"> Plexiglas for main receptionists
Staff cafeteria / lunch rooms	<ul style="list-style-type: none"> staff must wash their own dishes and put away after use limit number of people at a time
Staff Washrooms	<ul style="list-style-type: none"> must be disinfected twice per day must be used by staff only and not permitted for public use
Public Washrooms	<ul style="list-style-type: none"> must be well stocked with soap and paper towels to encourage frequent hand washing cleaned twice per day for public use only, no staff is permitted to use
Cleaning Stations	<ul style="list-style-type: none"> Cleaning station must be kept in high traffic areas for high touch surface areas
Hand sanitizer dispensers	<ul style="list-style-type: none"> Must be placed at the entrance for staff and public use Placed through the building as needed
General public	<ul style="list-style-type: none"> must phone and make an appointment ahead of time

	<ul style="list-style-type: none">• Designate specific area for general public to meet staff one on one, with reminder of social distancing• Public must sign in while on building premises, direction to individual must be made ahead of time when they book an appointment• Staff to keep 6 feet apart from public while making any kind of transaction or payments, preferably staff and public should be divided by Plexiglas• Public are not permitted in staff work areas or offices• Payments from the public must be in designated area and keep social distancing of 6 feet
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Laxgalts'ap Recreation Center

Space and Density	<ul style="list-style-type: none"> • Number of participants allowed entry into building at a time must be to spacing requirements to allow social distancing of 6 feet • Seating arrangements must allow social distancing of 6 feet
Sports	<ul style="list-style-type: none"> • Consider having low impact sports – especially outdoor • Identify high contact sports that should not take place during the pandemic
Hand Hygiene	<ul style="list-style-type: none"> • Encourage frequent hand washing while on premises • Ensure washrooms remain stocked with soap and consider offering hand sanitizer at entrances
Communication	<ul style="list-style-type: none"> • Show the general public what your employees are doing to support the efforts to slow the transmission of COVID-19 by communicating online, VHF, or signs / posters
Screening of participants in building	<ul style="list-style-type: none"> • Routine daily screening of participants in building upon arrival. If anyone is feeling unwell, showing symptoms of a cold, flu, or COVID-19 will be denied entry into building
Individuals who are at high risk	<ul style="list-style-type: none"> • Encourage individuals who are high risk for contracting the COVID-19 to not take part in recreational, sporting, or camp activities
Public Events	<ul style="list-style-type: none"> • Meetings or events must be scheduled with village Government • Plans for participants, seating arrangements and who will monitor participants entering premises must be submitted for approval to CAO
Weight Rooms	<ul style="list-style-type: none"> • Only two people at time for one hour intervals • Public must sign up to use the weight rooms • Participants are asked not to touch other's personal belongings • Equipment will be spaced apart far enough to maintain social distancing • Encourage participants to wash their hands frequently
Youth Room	<ul style="list-style-type: none"> • Certain number of youth allowed to participate per event to allow and maintain social distancing • Any youth showing symptoms of a cold, flu or COVID-19 will be sent home

Laxgalts'ap Day Care

Screening of staff and children	<ul style="list-style-type: none"> • Routine screening of all staff and children if they are feeling unwell, or with a cold, flu or COVID-19 symptoms will be denied access into premises
Hand Hygiene	<ul style="list-style-type: none"> • Have staff and children wash their hands when they arrive at the center, before they go home • Have staff and children wash their hands after eating and drinking • Have staff wash their hands before preparing food for the children
Fever or coughing	<ul style="list-style-type: none"> • If children show any kind of symptoms while in care, contact the child's parent immediately and arrange for the child to be picked up • Separate child in a supervised area where they will have no contact with other children, until parent arrives for pick up • Staff showing any symptoms while at work, should be asked to home right away
Cleaning and Disinfecting	<ul style="list-style-type: none"> • Easily cleaned toys must be used for individual play • No dress up clothes or stuffed animals • Limit the amount of playdough used to reduce hand to hand contact and cross contamination
Physical distancing	<ul style="list-style-type: none"> • Staff to assist the children with physical distancing • Try taking children outside more often, and staggering snack and lunch times • Accommodate smaller groups with more space
Staff or children returning to center	<ul style="list-style-type: none"> • Staff or children who have been sick and sent home, may only return back to the center once they are assessed by their family physician or doctor, or been tested for COVID-19 • Once determined they do NOT have COVID-19, they can return back to the center
Children at High Risk of infection	<ul style="list-style-type: none"> • Parents and caregivers are encouraged to consult with their health care provider to determine if their child should attend child care if they are uncertain

NISGA’A VILLAGE OF GINGOLX

Gingolx Village Government Building

Screening of staff	<ul style="list-style-type: none"> Staff feeling unwell with a cold, flu or COVID-19 symptoms will be denied access into the building
Safety Measures	<ul style="list-style-type: none"> All staff must <ol style="list-style-type: none"> Hand wash frequently use hand sanitizer dispensaries cough or sneeze into crease of your elbow Social Distancing from other staff of at least 6 feet
Sign in / out	<ul style="list-style-type: none"> must have sign in/out procedure when in and out of the building for staff and for general public
Entrance / Exits	<ul style="list-style-type: none"> designate one-way entrance, one-way exit place signs and posters at entrances to remind staff and the public if they are feeling sick, with specific instructions
Walk Ways	<ul style="list-style-type: none"> place arrows for one way direction for staff to follow
Correspondence	<ul style="list-style-type: none"> encourage correspondence digitally signatures to remain using Adobe Sign for electronic signatures to minimize contact of individuals on paper
Copier Rooms	<ul style="list-style-type: none"> copier machine must be disinfected twice per day must have a cleaning station for cleaning after each use
Meeting room telephones	<ul style="list-style-type: none"> must be disinfected twice per day or after each use Equipped with projectors and screens to encourage video conference meetings rather in person Reduce amount of chairs to reduce the distance between participants in the room at once
Front Receptionists	<ul style="list-style-type: none"> Plexiglas for main receptionists
Staff cafeteria / lunch rooms	<ul style="list-style-type: none"> staff must wash their own dishes and put away after use limit number of people at a time
Staff Washrooms	<ul style="list-style-type: none"> must be disinfected twice per day must be used by staff only and not permitted for public use
Public Washrooms	<ul style="list-style-type: none"> must be well stocked with soap and paper towels to encourage frequent hand washing cleaned twice per day for public use only, no staff is permitted to use
Cleaning Stations	<ul style="list-style-type: none"> Cleaning station must be kept in high traffic areas for high touch surface areas
Hand sanitizer dispensers	<ul style="list-style-type: none"> Must be placed at the entrance for staff and public use Placed through the building as needed
General public	<ul style="list-style-type: none"> must phone and make an appointment ahead of time

	<ul style="list-style-type: none">• Designate specific area for general public to meet staff one on one, with reminder of social distancing• Public must sign in while on building premises, direction to individual must be made ahead of time when they book an appointment• Staff to keep 6 feet apart from public while making any kind of transaction or payments, preferably staff and public should be divided by Plexiglas• Public are not permitted in staff work areas or offices• Payments from the public must be in designated area and keep social distancing of 6 feet
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Gingolx Memorial Recreation Center

Space and Density	<ul style="list-style-type: none"> • Number of participants allowed entry into building at a time must be to spacing requirements to allow social distancing of 6 feet • Seating arrangements must allow social distancing of 6 feet
Sports	<ul style="list-style-type: none"> • Consider having low impact sports – especially outdoor • Identify high contact sports that should not take place during the pandemic
Hand Hygiene	<ul style="list-style-type: none"> • Encourage frequent hand washing while on premises • Ensure washrooms remain stocked with soap and consider offering hand sanitizer at entrances
Communication	<ul style="list-style-type: none"> • Show the general public what your employees are doing to support the efforts to slow the transmission of COVID-19 by communicating online, VHF, or signs / posters
Screening of participants in building	<ul style="list-style-type: none"> • Routine daily screening of participants in building upon arrival. If anyone is feeling unwell, showing symptoms of a cold, flu, or COVID-19 will be denied entry into building
Individuals who are at high risk	<ul style="list-style-type: none"> • Encourage individuals who are high risk for contracting the COVID-19 to not take part in recreational, sporting, or camp activities
Public Events	<ul style="list-style-type: none"> • Meetings or events must be scheduled with village Government • Plans for participants, seating arrangements and who will monitor participants entering premises must be submitted for approval to CAO
Weight Rooms	<ul style="list-style-type: none"> • Only two people at time for one hour intervals • Public must sign up to use the weight rooms • Participants are asked not to touch other’s personal belongings • Equipment will be spaced apart far enough to maintain social distancing • Encourage participants to wash their hands frequently
Youth Room	<ul style="list-style-type: none"> • Certain number of youth allowed to participate per event to allow and maintain social distancing • Any youth showing symptoms of a cold, flu or COVID-19 will be sent home

Adult Learning Center

Adult Learning Center building has multiple entrances used for difference purposes including Youth Center, NCFS Office, Class Room, Computer Lab and ALC Assistant Office

Youth Center	<ul style="list-style-type: none"> Certain number of youth allowed to participate per event to allow and maintain social distancing Any youth showing symptoms of a cold, flu or COVID-19 will be sent home
Screening of staff	<ul style="list-style-type: none"> Staff feeling unwell with a cold, flu or COVID-19 symptoms will be denied access into the building
Safety Measures	<ul style="list-style-type: none"> All staff must <ol style="list-style-type: none"> Hand wash frequently use hand sanitizer dispensaries cough or sneeze into crease of your elbow Social Distancing from other staff of at least 6 feet
Sign in / out	<ul style="list-style-type: none"> must have sign in/out procedure when in and out of the building for staff and for general public
Entrance / Exits	<ul style="list-style-type: none"> designate one-way entrance, one-way exit place signs and posters at entrances to remind staff and the public if they are feeling sick, with specific instructions
Walk Ways	<ul style="list-style-type: none"> place arrows for one way direction for staff to follow
Correspondence	<ul style="list-style-type: none"> encourage correspondence digitally signatures to remain using Adobe Sign for electronic signatures to minimize contact of individuals on paper
Copier Rooms	<ul style="list-style-type: none"> copier machine must be disinfected twice per day must have a cleaning station for cleaning after each use
Class rooms/lab	<ul style="list-style-type: none"> must be disinfected twice per day or after each use Equipped with projectors and screens to encourage video conference meetings rather in person Reduce amount of chairs to increase the distance between participants in the room at once
Front Receptionists	<ul style="list-style-type: none"> Plexiglas for main receptionists
Public Washrooms	<ul style="list-style-type: none"> must be well stocked with soap and paper towels to encourage frequent hand washing for public use only, no staff is permitted to use
Cleaning Stations	<ul style="list-style-type: none"> Cleaning station must be kept in high traffic areas for high touch surface areas
Hand sanitizer dispensers	<ul style="list-style-type: none"> Must be placed at the entrance for staff and public use Placed through the building as needed
General public	<ul style="list-style-type: none"> must phone and make an appointment ahead of time

	<ul style="list-style-type: none"> • Designate specific area for general public to meet staff one on one, with reminder of social distancing • Public must sign in while on building premises, direction to individual must be made ahead of time when they book an appointment • Staff to keep 6 feet apart from public while making any kind of transaction or payments, preferably staff and public should be divided by Plexiglas • Public are not permitted in staff work areas or offices
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Head start & Nursery

Screening of staff and children	<ul style="list-style-type: none"> • Routine screening of all staff and children if they are feeling unwell with a cold, flu or COVID-19 symptoms will be denied access into school
Hand Hygiene	<ul style="list-style-type: none"> • Have staff and children wash their hands when they arrive at the center, before they go home • Have staff and children wash their hands after eating and drinking • Have staff wash their hands before preparing food for the children
Fever or coughing	<ul style="list-style-type: none"> • If children show any kind of symptoms while in care, contact the child's parent immediately and arrange for the child to be picked up • Separate child in a supervised area where they will have no contact with other children, until parent arrives for pick up • Staff showing any symptoms while at work, should be asked to home right away
Cleaning and Disinfecting	<ul style="list-style-type: none"> • Easily cleaned toys must be used for individual play • No dress up clothes or stuffed animals • Limit the amount of playdough used to reduce hand to hand contact and cross contamination
Physical distancing	<ul style="list-style-type: none"> • Staff to assist the children with physical distancing • Try taking children outside more often, and staggering snack and lunch times • Accommodate smaller groups with more space
Staff or children returning to center	<ul style="list-style-type: none"> • Staff or children who have been sick and sent home, may only return back to the center once they are assessed by their family physician
Children at High Risk of infection	<ul style="list-style-type: none"> • Parents and caregivers are encouraged to consult with their health care provider to determine if their child should attend child care if they are uncertain

Long house

Screening of participants	<ul style="list-style-type: none">• Routine screening of all participants if they are feeling unwell, or showing symptoms to deny entry onto premises
Hand Hygiene	<ul style="list-style-type: none">• Have participants wash their hands when they arrive and before they go home• Have participants wash their hands frequently
Cleaning and Disinfecting	<ul style="list-style-type: none">• Long house must be disinfected after each use• Limited to number of participants at a time to allow social distancing
Bathrooms	<ul style="list-style-type: none">• Must be disinfected after each use
Individuals at High Risk of infection	<ul style="list-style-type: none">• Individuals are encouraged to consult with their health care provider to determine if they should participate in events

Coffee Shop

Screening of staff	<ul style="list-style-type: none">• Routine screening of all staff if they are feeling unwell, or showing symptoms of a cold, flu or COVID-19 to deny access onto work site
Hand Hygiene	<ul style="list-style-type: none">• Workers to wash their hands when arriving at work• Workers to wash their hands after eating and drinking• Workers to wash their hands before preparing food
Food Orders	<ul style="list-style-type: none">• Orders for food must be made at side window• Public not allowed to enter into restaurant
Cleaning and Disinfecting	<ul style="list-style-type: none">• Must be cleaned and disinfected after each use and frequently throughout work hours
Physical distancing	<ul style="list-style-type: none">• Remind works to social distance of at least 6 feet
Bathrooms	<ul style="list-style-type: none">• Workers only, no public allowed to use• Disinfected frequently

NISGA'A VALLEY HEALTH AUTHORITY

James Gosnell Memorial Health Center

Before Entry onto worksite	<ol style="list-style-type: none"> 1. Wash their hands upon arrival at work, and prior to leaving for home 2. Use Hand Sanitizer Dispensaries when you cannot hand wash, or if available
Staff protocols	<ol style="list-style-type: none"> 3. Encouraged to stay when unwell 4. Encourage staff to isolate 5. Staff will wear a face mask when social distancing is not possible 6. Will have regular staff temperature checks prior to working on site
Social Distancing	<ol style="list-style-type: none"> 7. Staff are to limit contact with others 8. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 9. Wash your hands frequently 10. Use hand sanitizers often 11. Cough/sneeze into the crease of your arm, then wash their hands after 12. Keep hands away from nose, mouth and eyes
Entrance / Exits	<ol style="list-style-type: none"> 13. Follow rules on entrance and exits as indicated by Security Manager 14. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 15. Arrows and signage posted throughout the building, staff are expected to follow one direction walk ways
Correspondence	<ol style="list-style-type: none"> 16. All correspondence through email or telephone 17. Signatures to remain through Adobe Sign
Copier Rooms	<ol style="list-style-type: none"> 18. one person at a time 19. Encourage all staff to use digital 20. Disinfectant wipes on site use, to be wiped after each use by individual
Cleaning of building during work hours	<ol style="list-style-type: none"> 21. Janitors will have increased hours for cleaning during work hours OR more janitorial staff will be hired
Meetings Rooms	<ol style="list-style-type: none"> 22. Cleaned twice per day or after each use 23. Have projector and screen for video conference
Staff Lunch Rooms	<ol style="list-style-type: none"> 24. Staff must clean their own dishes after each use and put away
Staff Washrooms	<ol style="list-style-type: none"> 25. Staff are not permitted to use public washroom

	26. Must be cleaned twice per day or cleaning station provided for cleaning after each use by staff
Public washrooms	27. For public use only, designate one stall open, close off remaining stalls 28. Must be cleaned twice per day
General Public	29. Must make an appointment 30. Must wear a cloth face mask 31. Having designated meeting area 32. Public not allowed in staff offices 33. Encourage curbside pick up/ drop off for correspondence
Modified clinical services	34. Doctor appointments will be by telephone 35. If a physical assessment is required, patients will be screened before permitted access 36. All patients to wait in designated waiting area 37. Must wear a cloth face mask covering the nose and mouth
NIHB Bus Service	38. Passengers will be screened before permitted into vehicle, anyone feeling unwell passengers will not be allowed to use the medical bus 39. Bus Driver will check the temperature of all passengers before allowing on the bus
Passengers of NIHB Bus	40. Will be asked to wash their hands before leaving home 41. Use hand sanitizer before boarding the bus, and re-boarding the bus in Terrace 42. Bring their own cloth mask to cover nose and mouth, and wear the mask entire trip
Seating Arrangements on NIHB bus	43. Selected seats will be blocked off to ensure social distancing 44. Passengers must only sit in the designated seats

Gitwinksihlkw Wellness Hub

Before Entry onto worksite	<ol style="list-style-type: none"> 1. Wash their hands upon arrival at work, and prior to leaving for home 2. Use Hand Sanitizer Dispensaries when you cannot hand wash, or if available
Staff protocols	<ol style="list-style-type: none"> 3. Encouraged to stay when unwell 4. Encourage staff to isolate 5. Staff will wear a face mask when social distancing is not possible 6. Will have regular staff temperature checks prior to working on site
Social Distancing	<ol style="list-style-type: none"> 7. Staff are to limit contact with others 8. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 9. Wash your hands frequently 10. Use hand sanitizers often 11. Cough/sneeze into the crease of your arm, then wash their hands after 12. Keep hands away from nose, mouth and eyes
Entrance / Exits	<ol style="list-style-type: none"> 13. Follow rules on entrance and exits as indicated by Security Manager 14. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 15. Arrows and signage posted throughout the building, staff are expected to follow one direction walk ways
Correspondence	<ol style="list-style-type: none"> 16. All correspondence through email or telephone 17. Signatures to remain through Adobe Sign
Copier Rooms	<ol style="list-style-type: none"> 18. one person at a time 19. Encourage all staff to use digital 20. Disinfectant wipes on site use, to be wiped after each use by individual
Cleaning of building during work hours	<ol style="list-style-type: none"> 21. Janitors will have increased hours for cleaning during work hours OR more janitorial staff will be hired
Meetings Rooms	<ol style="list-style-type: none"> 22. Cleaned twice per day or after each use 23. Have projector and screen for video conference
Staff Lunch Rooms	<ol style="list-style-type: none"> 24. Staff must clean their own dishes after each use and put away
Staff Washrooms	<ol style="list-style-type: none"> 25. Staff are not permitted to use public washroom 26. Must be cleaned twice per day or cleaning station provided for cleaning after each use by staff

Public washrooms	<p>27. For public use only, designate one stall open, close off remaining stalls</p> <p>28. Must be cleaned twice per day</p>
General Public	<p>29. Must make an appointment</p> <p>30. Must wear a cloth face mask</p> <p>31. Having designated meeting area</p> <p>32. Public not allowed in staff offices</p> <p>33. Encourage curbside pick up/ drop off for correspondence</p>
Modified clinical services	<p>34. Doctor appointments will be by telephone</p> <p>35. If a physical assessment is required, patients will be screened before permitted access</p> <p>36. All patients to wait in designated waiting area</p> <p>37. Must wear a cloth face mask covering the nose and mouth</p>
NIHB Bus Service	<p>38. Passengers will be screened before permitted into vehicle, anyone feeling unwell passengers will not be allowed to use the medical bus</p> <p>39. Bus Driver will check the temperature of all passengers before allowing on the bus</p>
Passengers of NIHB Bus	<p>40. Will be asked to wash their hands before leaving home</p> <p>41. Use hand sanitizer before boarding the bus, and re-boarding the bus in Terrace</p> <p>42. Bring their own cloth mask to cover nose and mouth, and wear the mask entire trip</p>
Seating Arrangements on NIHB bus	<p>43. Selected seats will be blocked off to ensure social distancing</p> <p>44. Passengers must only sit in the designated seats</p>

Laxgalts'ap Health Center

Before Entry onto worksite	<ol style="list-style-type: none"> 1. Wash their hands upon arrival at work, and prior to leaving for home 2. Use Hand Sanitizer Dispensaries when you cannot hand wash, or if available
Staff protocols	<ol style="list-style-type: none"> 3. Encouraged to stay when unwell 4. Encourage staff to isolate 5. Staff will wear a face mask when social distancing is not possible 6. Will have regular staff temperature checks prior to working on site
Social Distancing	<ol style="list-style-type: none"> 7. Staff are to limit contact with others 8. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 9. Wash your hands frequently 10. Use hand sanitizers often 11. Cough/sneeze into the crease of your arm, then wash their hands after 12. Keep hands away from nose, mouth and eyes
Entrance / Exits	<ol style="list-style-type: none"> 13. Follow rules on entrance and exits as indicated by Security Manager 14. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 15. Arrows and signage posted throughout the building, staff are expected to follow one direction walk ways
Correspondence	<ol style="list-style-type: none"> 16. All correspondence through email or telephone 17. Signatures to remain through Adobe Sign
Copier Rooms	<ol style="list-style-type: none"> 18. one person at a time 19. Encourage all staff to use digital 20. Disinfectant wipes on site use, to be wiped after each use by individual
Cleaning of building during work hours	<ol style="list-style-type: none"> 21. Janitors will have increased hours for cleaning during work hours OR more janitorial staff will be hired
Meetings Rooms	<ol style="list-style-type: none"> 22. Cleaned twice per day or after each use 23. Have projector and screen for video conference
Staff Lunch Rooms	<ol style="list-style-type: none"> 24. Staff must clean their own dishes after each use and put away
Staff Washrooms	<ol style="list-style-type: none"> 25. Staff are not permitted to use public washroom 26. Must be cleaned twice per day or cleaning station provided for cleaning after each use by staff

Public washrooms	<p>27. For public use only, designate one stall open, close off remaining stalls</p> <p>28. Must be cleaned twice per day</p>
General Public	<p>29. Must make an appointment</p> <p>30. Must wear a cloth face mask</p> <p>31. Having designated meeting area</p> <p>32. Public not allowed in staff offices</p> <p>33. Encourage curbside pick up/ drop off for correspondence</p>
Modified clinical services	<p>34. Doctor appointments will be by telephone</p> <p>35. If a physical assessment is required, patients will be screened before permitted access</p> <p>36. All patients to wait in designated waiting area</p> <p>37. Must wear a cloth face mask covering the nose and mouth</p>
NIHB Bus Service	<p>38. Passengers will be screened before permitted into vehicle, anyone feeling unwell passengers will not be allowed to use the medical bus</p> <p>39. Bus Driver will check the temperature of all passengers before allowing on the bus</p>
Passengers of NIHB Bus	<p>40. Will be asked to wash their hands before leaving home</p> <p>41. Use hand sanitizer before boarding the bus, and re-boarding the bus in Terrace</p> <p>42. Bring their own cloth mask to cover nose and mouth, and wear the mask entire trip</p>
Seating Arrangements on NIHB bus	<p>43. Selected seats will be blocked off to ensure social distancing</p> <p>44. Passengers must only sit in the designated seats</p>

Gingolx Health Center

Before Entry onto worksite	<ol style="list-style-type: none"> 1. Wash their hands upon arrival at work, and prior to leaving for home 2. Use Hand Sanitizer Dispensaries when you cannot hand wash, or if available
Staff protocols	<ol style="list-style-type: none"> 3. Encouraged to stay when unwell 4. Encourage staff to isolate 5. Staff will wear a face mask when social distancing is not possible 6. Will have regular staff temperature checks prior to working on site
Social Distancing	<ol style="list-style-type: none"> 7. Staff are to limit contact with others 8. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 9. Wash your hands frequently 10. Use hand sanitizers often 11. Cough/sneeze into the crease of your arm, then wash their hands after 12. Keep hands away from nose, mouth and eyes
Entrance / Exits	<ol style="list-style-type: none"> 13. Follow rules on entrance and exits as indicated by Security Manager 14. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 15. Arrows and signage posted throughout the building, staff are expected to follow one direction walk ways
Correspondence	<ol style="list-style-type: none"> 16. All correspondence through email or telephone 17. Signatures to remain through Adobe Sign
Copier Rooms	<ol style="list-style-type: none"> 18. one person at a time 19. Encourage all staff to use digital 20. Disinfectant wipes on site use, to be wiped after each use by individual
Cleaning of building during work hours	<ol style="list-style-type: none"> 21. Janitors will have increased hours for cleaning during work hours OR more janitorial staff will be hired
Meetings Rooms	<ol style="list-style-type: none"> 22. Cleaned twice per day or after each use 23. Have projector and screen for video conference
Staff Lunch Rooms	<ol style="list-style-type: none"> 24. Staff must clean their own dishes after each use and put away
Staff Washrooms	<ol style="list-style-type: none"> 25. Staff are not permitted to use public washroom 26. Must be cleaned twice per day or cleaning station provided for cleaning after each use by staff

Public washrooms	<p>27. For public use only, designate one stall open, close off remaining stalls</p> <p>28. Must be cleaned twice per day</p>
General Public	<p>29. Must make an appointment</p> <p>30. Must wear a cloth face mask</p> <p>31. Having designated meeting area</p> <p>32. Public not allowed in staff offices</p> <p>33. Encourage curbside pick up/ drop off for correspondence</p>
Modified clinical services	<p>34. Doctor appointments will be by telephone</p> <p>35. If a physical assessment is required, patients will be screened before permitted access</p> <p>36. All patients to wait in designated waiting area</p> <p>37. Must wear a cloth face mask covering the nose and mouth</p>
NIHB Bus Service	<p>38. Passengers will be screened before permitted into vehicle, anyone feeling unwell passengers will not be allowed to use the medical bus</p> <p>39. Bus Driver will check the temperature of all passengers before allowing on the bus</p>
Passengers of NIHB Bus	<p>40. Will be asked to wash their hands before leaving home</p> <p>41. Use hand sanitizer before boarding the bus, and re-boarding the bus in Terrace</p> <p>42. Bring their own cloth mask to cover nose and mouth, and wear the mask entire trip</p>
Seating Arrangements on NIHB bus	<p>43. Selected seats will be blocked off to ensure social distancing</p> <p>44. Passengers must only sit in the designated seats</p>

Home Support Workers

Home support workers		
1.Regular COVID-19 tests conducted	Test Elders and Staff every two weeks.	
2.Sign in when arriving on work site	Yes, a temperature check is done each morning.	
3.Sign out when leaving work site	Yes, each Employee will keep in contact with their Team Lead	
Social Distancing		
4.Staff are to limit contact with others	NVHA made changes in the offices to limit contact	
5.Keep at least 6 feet from others	Desks where moved, items not needed in office are taken out to storage.	
Safety Measures		
6.Wash your hands frequently	Each time before and after seeing a client.	
7.Use hand sanitizers often	Hand sanitizers will be carried with each worker	Equipped in the van along with wipes
8.Cough/sneeze into the crease of your arm	Each Staff is given sheets of information	
9.All staff to use non-medical masks if social distancing is not possible	Staff will be equipped with PPE	LPN will be training Staff how to use PPE
Community Members Home		
10.Use hand hygiene prior to entrance and upon leaving facilities / homes	Hand Sanitizer is made available	
11.Use non-medical masks if social distancing is not possible	Staff will be equipped with face masks.	

NISGA’A LISIMS GOVERNMENT

Nisga’a Lisims Government – Main Building

Nisga’a Lisims Government will be open to the public by appointment only. For those requiring to pay property taxes can contact the Finance Department, for those wanting to purchase Botanical Forest Products can contact the Lands and Resources Department. Any matters related to the Land Title can contact the Nisga’a Land Title Office.

Before Entry onto worksite	<ol style="list-style-type: none"> 1. Wash hands upon arrival on the work site 2. Use Hand Sanitizer Dispensaries when you cannot wash your hands
	<ol style="list-style-type: none"> 3. Sign in when arriving on work site 4. Sign out when leaving work site
Social Distancing	<ol style="list-style-type: none"> 5. Staff are to limit contact with others 6. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 7. Wash your hands frequently 8. Use hand sanitizers often 9. Cough/sneeze into the crease of your arm
Entrance / Exits	<ol style="list-style-type: none"> 10. Follow rules on entrance and exits as indicated by Security Manager 11. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 12. Arrows and signage posted throughout the building, staff are expected to follow one direction walk ways
Correspondence	<ol style="list-style-type: none"> 13. All correspondence through email or telephone, or coordinate through the Administrative Assistants 14. Signatures to remain through Adobe Sign
Copier Rooms	<ol style="list-style-type: none"> 15. one person at a time 16. enter one way only, exit one way only 17. Encourage all staff to use digital 18. Disinfectant wipes on site use, to be wiped after each use by individual
Cleaning of building during work hours	<ol style="list-style-type: none"> 19. Janitors will have increased hours for cleaning during work hours and/or more janitorial staff will be hired
Meetings Rooms	<ol style="list-style-type: none"> 20. Cleaned after each use 21. Have projector and screen for video conference 22. Gosnell, McKay, and Calder room will not have more than 3-4 people

	23. Chairs to be reduced to encourage social distancing
Staff Lunch Rooms	24. Staff must clean their own dishes after each use and put away 25. Must be disinfected twice per day, or leave disinfectant wipes for after each use
Staff Washrooms	26. Staff are not permitted to use public washroom 27. Must be cleaned twice per day or cleaning station provided for cleaning after each use by staff
Public washrooms	28. For public use only, designate one stall open, close off remaining stalls 29. Must be cleaned twice per day
General Public	30. Must make an appointment 31. Sign in / out of building 32. Having designated meeting area 33. Public not allowed in staff offices 34. Encourage curbside pick up/ drop off for correspondence

Nisga’a Fish & Wildlife Office

Nisga’a Fish and Wildlife Office will be open to the public only by appointment. They have plans to have rotational shifts for staff working in the office due to space requirements of the building. Those working from outside the Nass Valley will continue to work from home, until restrictions and orders are lifted for the 14-day self-isolation as recommended by Nisga’a Valley Health Authority.

Before Entry onto worksite	<ol style="list-style-type: none"> 1. All staff will wash their hands upon arrival at work 2. Use hand sanitizer
	<ol style="list-style-type: none"> 3. Sign in / out procedure if feasible
Social Distancing	<ol style="list-style-type: none"> 4. Staff limit contact with other workers 5. No staff visiting other staff offices 6. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 7. Staff will wash hands before and after breaks, before entering any shared work space, after handling any non-personal items (cash, paper forms, shared equipment, etc.) 8. Use hand sanitizers often 9. Cough/sneeze into the crease of your arm
Entrance / Exits	<ol style="list-style-type: none"> 10. Entrance through main door only 11. Exit through back door only
Gathering / Shared spaces	<ol style="list-style-type: none"> 12. No meeting of staff in break room or hallway
Correspondence	<ol style="list-style-type: none"> 13. All correspondence through email or telephone, or coordinate through the Administrative Assistants 14. Signatures to remain through Adobe Sign
Copier Rooms	<ol style="list-style-type: none"> 15. Must be one person at a time 16. Disinfected before and after each use
Cleaning Stations	<ol style="list-style-type: none"> 17. Placed around high touch surface areas, or shared spaces for staff to disinfect after each use 18. Staff responsibility to clean high touch surface areas
Meetings Rooms	<ol style="list-style-type: none"> 19. Encourage Virtual meetings 20. Reduce the number of chairs to encourage social distancing
Staff Lunch Rooms	<ol style="list-style-type: none"> 21. Staff wash their own dishes and put away after use 22. Must be disinfected after each use 23. Limited to one person at a time
Staff Washrooms	<ol style="list-style-type: none"> 24. For staff only, not for public use
General Public	<ol style="list-style-type: none"> 25. Phone and make appointment

	<p>26. No drop ins allowed</p> <p>27. Designated area for public – where front gate is installed, not allowed past that point</p> <p>28. Public not allowed in staff offices</p> <p>29. Arrange curbside pickup / drop off if possible</p> <p>30. Only 1 person at a time</p>
Safety Orientation	<p>31. Educational package to present to all staff to encourage safe behaviours while on the job</p> <p>32. Regular tailgate meetings for all staff</p>
Permits	<p>33. Licenses issued in public designated area</p> <p>34. Payments to be made at NLG main office</p>
Fleet Vehicle Use	<p>35. Wash hands prior to entering vehicle</p> <p>36. Equipped with disinfectant wipes</p> <p>37. Disinfected after each use</p> <p>38. Designate one vehicle per employee to avoid cross contamination</p> <p>39. If passengers are expected, all occupants must wear face masks</p>
Boat Operators	<p>40. River boats – large enough to have four staff on each corner of the boat</p> <p style="padding-left: 40px;">a. Will be disinfected after each use</p> <p style="padding-left: 40px;">b. Same driver each day</p> <p>41. Marine boats – Limit contact with visitors in port</p>
Compound & Fish Plant	<p>42. Wash Hands prior to leaving to compound of fish plant</p> <p>43. Utilize hand sanitizer on work site</p> <p>44. Daily record be kept of staff on site</p> <p>45. Gates will be closed to restrict public access</p> <p>46. Staff meetings will be outdoors to maintain social distancing</p>
Field Crew	<p>47. No tours will be hosted this summer</p> <p>48. Limited access to the public</p> <p>49. Staff conducting close contact sampling will wear face masks or face shields</p>
Kwinageese / Meziadin Camp	<p>50. Cleaning protocols for all staff will be on site</p> <p>51. Individual sleeping areas for staff</p> <p>52. Staff encouraged not to touch another's personal belongings</p> <p>53. Staff will adhere to camp rules set by DFO</p>

Nisga'a Elections Office

Before Entry onto worksite	<ol style="list-style-type: none"> 1. Staff and public to wash their hands prior to leaving their home 2. Staff to wash hands upon arrival on worksite 3. Public encouraged to use hand sanitizer
Social Distancing	<ol style="list-style-type: none"> 4. Staff to have limited contact with others 5. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 6. Wash your hands frequently 7. Use hand sanitizers often 8. Cough/sneeze into the crease of your arm
Correspondence	<ol style="list-style-type: none"> 9. All correspondence through email or telephone, or coordinate through the Administrative Assistants 10. Signatures to remain through Adobe Sign 11. Curbside pick up / drop off for public
Copier Room / lunch room	<ol style="list-style-type: none"> 12. Stagger staff in / out of lunch room and use of copier machine
Cleaning Stations	<ol style="list-style-type: none"> 13. Have 3 cleaning stations which includes, spray bottle diluted with bleach / water 14. 3 cleaning stations will be located in bathroom upstairs, bathroom downstairs, and one in lunch room (use for copier, main meeting area and lunch room)
Meetings Room Downstairs	<ol style="list-style-type: none"> 15. Training of voting officials will be through skype 16. Training of voting officials will be made by appointment only for meeting room
Staff Lunch Rooms	<ol style="list-style-type: none"> 17. Staff must clean their own dishes everyday and after each use
Staff Washroom	<ol style="list-style-type: none"> 18. Staff must only use washroom upstairs 19. Must be cleaned twice per day
Public Washroom	<ol style="list-style-type: none"> 20. Public must only use washroom downstairs 21. Must be cleaned twice per day
General Public	<ol style="list-style-type: none"> 22. Make an appointment, no drop ins 23. Designated meeting area for public 24. Public not allowed in staff offices, unless can maintain social distancing of 6 feet 25. Appointment made with office for pick up or drop off for correspondence 26. General public only be expected to enter work site during election period 27. Only allow 2 people at a time inside

Nisga'a Children and Family Offices

Nisga'a Children and Family Office located in Gitlaxt'aamiks will be open for the public by appointment only. Staff will rotate schedules for 50% work in office and 50% work from home, then monitor the situation for 2-4 weeks and see how the pandemic progresses. The offices located in the urban areas such as Prince Rupert and Terrace will follow the building operation guidelines for the time being until directed otherwise as the jurisdiction falls under the City.

Before Entry onto worksite	<ol style="list-style-type: none"> 1. All staff will be requested to wash their hands at home prior to leaving for the work site 2. All staff will be required to wash hands upon arrival at the work site 3. Use Hand Sanitizer Dispensaries where available
Social Distancing	<ol style="list-style-type: none"> 4. Staff are to limit contact with others in the office 5. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 6. Wash your hands frequently 7. Use hand sanitizers often 8. Cough/sneeze into the crease of your arm
Entrance / Exits	<ol style="list-style-type: none"> 9. All staff will enter through main upstairs, front of NCFS building, and exit the same way 10. Meetings involving the public, will be hosted downstairs, and participants will enter through the downstairs side entrance 11. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 12. Arrows and signage posted throughout the building, staff are expected to follow one direction walk ways
Correspondence	<ol style="list-style-type: none"> 13. All correspondence through email or telephone, or coordinate through the Administrative Assistants 14. Signatures to remain through Adobe Sign to minimize social distancing, and to reduce the contact of individuals
Copier Rooms	<ol style="list-style-type: none"> 15. Must be one person at a time 16. Encourage all staff to stick to digital 17. Must be cleaned twice per day
Cleaning of building during work hours	<ol style="list-style-type: none"> 18. Janitors will have increased hours for cleaning during work hours 19. Or more janitorial staff will be hired
Meetings Rooms	<ol style="list-style-type: none"> 20. Cleaned twice per day or after each use 21. Have projector and screen for video conference 22. Need to remove some chairs, to reduce distance between participants

Staff Lunch Rooms	<p>23. Staff use dishes or bring food to cook, must rinse their own dishes and into the dishwasher OR</p> <p>24. Staff wash their own dishes and put away after use</p> <p>25. Must be disinfected twice per day</p>
Staff Washrooms	<p>26. Staff must only use designated staff washrooms</p> <p>27. Staff are not permitted to use public washroom</p> <p>28. Must be cleaned twice per day</p>
General Public	<p>29. Must phone and make an appointment</p> <p>30. No drop ins allowed</p> <p>31. Designated area for public to meet upstairs will be front reception area</p> <p>32. Designated area for public to attend in person meetings will be by appointment and hosted downstairs</p> <p>33. Public Entrance for public attending meetings, will be downstairs side entrance</p> <p>34. Public not allowed in staff offices</p>
PPE	<p>35. Staff out in the field who cannot maintain the social distancing will wear face masks</p>
NLG fleet vehicles	<p>36. Cleaning supplies have been equipped in each vehicle to clean after each use</p>

Enforcement and Emergency Services

Before Entry onto worksite	<ol style="list-style-type: none"> 1. All staff will be requested to wash their hands upon arrival at work 2. Use Hand Sanitizer Dispensaries if available
	<ol style="list-style-type: none"> 3. Sign in / out using When I Work App
Social Distancing	<ol style="list-style-type: none"> 4. Staff to limit contact with others 5. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 6. Wash your hands frequently 7. Use hand sanitizers often 8. Cough/sneeze into the crease of your arm
Entrance / Exits	<ol style="list-style-type: none"> 9. Follow rules on entrance and exits 10. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 11. Arrows and signage posted throughout the building, staff are expected to follow one direction walk ways
Correspondence	<ol style="list-style-type: none"> 12. All correspondence through email or telephone, or coordinate through the Administrative Assistants 13. Signatures to remain through Adobe Sign
Cleaning of building during work hours	<ol style="list-style-type: none"> 14. Janitors will have increased hours for cleaning during work hours and/or more janitorial staff will be hired
Staff Lunch Rooms	<ol style="list-style-type: none"> 15. Staff must wash their own dishes and put away 16. Must be disinfected twice per day
Staff Washrooms	<ol style="list-style-type: none"> 17. Must be cleaned twice per day
General Public	<ol style="list-style-type: none"> 18. Not open for the general public

Arts and Cultural Building

Arts and Cultural Building is a shared work area with NEST, Kalii'aks Forestry, and Lisims IT. All three entities occupying this building will follow the same general procedures below:

Before Entry onto worksite	<ol style="list-style-type: none"> 1. All staff will be requested to wash their hands upon arrival at work 2. Use Hand Sanitizer Dispensaries if available
Social Distancing	<ol style="list-style-type: none"> 3. Staff to limit contact with others 4. Keep at least 6 feet from others
Safety Measures	<ol style="list-style-type: none"> 5. Wash your hands frequently 6. Use hand sanitizers often 7. Cough/sneeze into the crease of your arm
Entrance / Exits	<ol style="list-style-type: none"> 8. Follow rules on entrance and exits, whether one-way entrance or one-way exit 9. Follow signage posted in the building
Walk Ways	<ol style="list-style-type: none"> 10. Arrows and signage posted throughout the building, staff are expected to arrows and signs
Board room	<ol style="list-style-type: none"> 11. Only allow certain number of staff in room to allow social distancing 12. Reduce amount of chairs to provide enough space between staff
Correspondence	<ol style="list-style-type: none"> 13. All correspondence through email or telephone, or coordinate through the Administrative Assistants 14. Signatures to remain through Adobe Sign
Cleaning of building during work hours	<ol style="list-style-type: none"> 15. Janitors will have increased hours for cleaning during work hours and/or more janitorial staff will be hired
Staff Lunch Rooms	<ol style="list-style-type: none"> 16. Must be disinfected frequently 17. Staff must use their own coffee cups 18. Staff must use their own food containers
Staff Washrooms	<ol style="list-style-type: none"> 19. Must be cleaned twice per day
General Public	<ol style="list-style-type: none"> 20. By appointment only 21. When the public are making payments to allow 6 feet for social distancing 22. No cash payments are accepted

SCHOOL DISTRICT NO. 92

Nisga’a Elementary Secondary School

Would like to recommend parents to have their children wash their hands before leaving home on route to school, ask parents to provide education and direction to the students on social distancing and washing of hands frequently

Main Entrance	at beginning of school, entrance doors will be propped open to reduce touch surface areas when students arrive designate one entrance for all students upon arrival
Exit	at end of class/school exit doors will be propped open to reduce touch surface areas when students exit the building designate one exit for all students
Kindergarten / Grade 1 Students	Kindergarten / Grade 1 students will have a separate entrance / exit from their classroom, directly leads into the classroom
Screening of students upon arrival	students will be screened for any cold, flu, or COVID symptoms before permitted entry into the school If showing symptoms, parents will be contacted and arranged for student pick up to bring home Advise parents to contact NVHA for DR advice, or for COVID testing
Safety Measures	When students arrive one entrance, they will wash their hands Teachers will remind students to cough or sneeze into crease of his/her elbow social distancing will be strongly maintained of at least 6 feet
Walkways	provide one way direction for students to walk
Classroom	desks and work stations will be placed to maintain social distancing teacher will have cleaning station, after each class session is over the teacher will clean and disinfect all touch surface areas students have used

	# of students per class session, consider staggered student attendance
Office Administration	partitions (Plexiglas) will be installed for protection from staff and students
Telephone Access	Teacher's must phone parent on behalf of student to reduce amount of touch surface areas
Washrooms for students	washroom will be designated for students only and should be cleaned / disinfected twice per day
Washroom for staff / teachers	washroom will be designated for staff only should be cleaned / disinfected twice per day
Hand sanitizers	hand sanitizer dispensaries made available for students through specific locations throughout the school
Parents / Public	parents must phone and make an appointment if a visit to the school is required encourage parents, teachers and staff to correspond through telephone any parents / public entering onto school premises must sign in at the office

Gitwinksihlkw Elementary School

Would like to recommend parents to have their children wash their hands before leaving home on route to school, ask parents to provide education and direction to the students on social distancing and washing of hands frequently

Main Entrance	at beginning of school, entrance doors will be propped open to reduce touch surface areas when students arrive designate one entrance for all students upon arrival
Exit	at end of class/school exit doors will be propped open to reduce touch surface areas when students exit the building designate one exit for all students
Screening of students upon arrival	students will be screened for any cold, flu, or COVID symptoms before permitted entry into the school If showing symptoms, parents will be contacted and arranged for student pick up to bring home Advise parents to contact NVHA for DR advice, or for COVID testing
Safety Measures	When students arrive one entrance, they will wash their hands Teachers will remind students to cough or sneeze into crease of his/her elbow social distancing will be strongly maintained of at least 6 feet
Walkways	provide one way direction for students to walk
Classroom	desks and work stations will be placed to maintain social distancing teacher will have cleaning station, after each class session is over the teacher will clean and disinfect all touch surface areas students have used # of students per class session, consider staggered student attendance
Office Administration	partitions (Plexiglas) will be installed for protection from staff and students

Telephone Access	Teacher's must phone parent on behalf of student to reduce amount of touch surface areas
Washrooms for students	washroom will be designated for students only and should be cleaned / disinfected twice per day
Washroom for staff / teachers	washroom will be designated for staff only should be cleaned / disinfected twice per day
Hand sanitizers	hand sanitizer dispensaries made available for students through specific locations throughout the school
Parents / Public	parents must phone and make an appointment if a visit to the school is required encourage parents, teachers and staff to correspond through telephone any parents / public entering onto school premises must sign in at the office

Alvin McKay Elementary School

Would like to recommend parents to have their children wash their hands before leaving home on route to school, ask parents to provide education and direction to the students on social distancing and washing of hands frequently

Main Entrance	at beginning of school, entrance doors will be propped open to reduce touch surface areas when students arrive designate one entrance for all students upon arrival
Exit	at end of class/school exit doors will be propped open to reduce touch surface areas when students exit the building designate one exit for all students
Kindergarten / Grade 1 Students – Entrance / Exit	Kindergarten / Grade 1 students will have a separate entrance / exit from their classroom, directly leads into the classroom
Screening of students upon arrival	students will be screened for any cold, flu, or COVID symptoms before permitted entry into the school If showing symptoms, parents will be contacted and arranged for student pick up to bring home Advise parents to contact NVHA for DR advice, or for COVID testing
Safety Measures	When students arrive one entrance, they will wash their hands Teachers will remind students to cough or sneeze into crease of his/her elbow social distancing will be strongly maintained of at least 6 feet
Walkways	provide one way direction for students to walk
Classroom	desks and work stations will be placed to maintain social distancing teacher will have cleaning station, after each class session is over the teacher will clean and disinfect all touch surface areas students have used # of students per class session, consider staggered student attendance
Office Administration	partitions (Plexiglas) will be installed for protection from staff and students

Telephone Access	Teacher's must phone parent on behalf of student to reduce amount of touch surface areas
Washrooms for students	washroom will be designated for students only and should be cleaned / disinfected twice per day
Washroom for staff / teachers	washroom will be designated for staff only should be cleaned / disinfected twice per day
Hand sanitizers	hand sanitizer dispensaries made available for students through specific locations throughout the school
Parents / Public	parents must phone and make an appointment if a visit to the school is required encourage parents, teachers and staff to correspond through telephone any parents / public entering onto school premises must sign in at the office

Nathan Barton Elementary School

Would like to recommend parents to have their children wash their hands before leaving home on route to school, ask parents to provide education and direction to the students on social distancing and washing of hands frequently

Main Entrance	at beginning of school, entrance doors will be propped open to reduce touch surface areas when students arrive designate one entrance for all students upon arrival
Exit	at end of class/school exit doors will be propped open to reduce touch surface areas when students exit the building designate one exit for all students
Screening of students upon arrival	students will be screened for any cold, flu, or COVID symptoms before permitted entry into the school If showing symptoms, parents will be contacted and arranged for student pick up to bring home Advise parents to contact NVHA for DR advice, or for COVID testing
Safety Measures	When students arrive one entrance, they will wash their hands Teachers will remind students to cough or sneeze into crease of his/her elbow social distancing will be strongly maintained of at least 6 feet
Walkways	provide one way direction for students to walk
Classroom	desks and work stations will be placed to maintain social distancing teacher will have cleaning station, after each class session is over the teacher will clean and disinfect all touch surface areas students have used # of students per class session, consider staggered student attendance
Office Administration	partitions (Plexiglas) will be installed for protection from staff and students
Telephone Access	Teacher's must phone parent on behalf of student to reduce amount of touch surface areas

Washrooms for students	washroom will be designated for students only and should be cleaned / disinfected twice per day
Washroom for staff / teachers	washroom will be designated for staff only should be cleaned / disinfected twice per day
Hand sanitizers	hand sanitizer dispensaries made available for students through specific locations throughout the school
Parents / Public	parents must phone and make an appointment if a visit to the school is required encourage parents, teachers and staff to correspond through telephone any parents / public entering onto school premises must sign in at the office

REFERENCES

Worksafe BC guidelines, model for employers. www.worksafebc.com

BC Center for Disease Control www.bccdc.ca/health-info/diseases-conditions/covid-19

BC's Restart Plan

https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan?utm_campaign=20200526_GCPE_AM_COVID_6_ADW_BCGO_V_EN_BC_TEXT

First Nations Health Authority – Services – Resumption Guide Template
<https://www.fnha.ca/Documents/FNHA-Services-Resumption-Planning-Guide.pdf>

APPENDIX A

NISGA'A PARK RE-OPENING

BC Parks and the Park Operator would like to open Nisga'a Park using the following phased approach:

Considerations:

- People are still using the park despite closure
- Majority of park users are Nisga'a citizens
- Seeing an increase of non-Nisga'a users in the park and area to access fishing & camping since the Skeena watershed closed to Chinook fishing
- No revenue for park operator (campground, visitor centre, cone tours)
- Suggest phased approach so we can **monitor visitor compliance** before next phase opens. If we are seeing non-compliance, then we would postpone or cancel next phased opening; we could increase patrols and visitor education on safe practices; **if non-compliance continues, we could re-implement park closures.**
- Enhanced cleaning and sanitization procedures have been put in place to ensure campground and Park facilities will be safe for public use. (See BC Parks COVID procedures)
- It would be ideal to establish a threshold (based on risk) regarding non-compliance for when we would re-implement park closures. (I.e. if we are seeing non-compliance increase, we would increase patrols and public education/outreach on safe practices; if after increased patrols non-compliance is still high then consider closing the park). This is key so that all citizens in the Nass Valley are comfortable with our plan. We could encourage locals to report any infractions within the park with respects to safe practices during COVID.

Phase 1 June 29, 2020

- a) Open campground (sites already provide enough space so that groups can maintain physical distance guidelines; for double sites we would close one site so that only one party/group can use OR ensure that the parties using double sites are from same household).
- b) Open auto tour sites, pit toilets and picnic tables

Mitigation Measures:

- Consider keeping Tseax River, Fish Wheel/Suspension bridge and Boat Launch auto tour sites CLOSED due to their proximity to the communities. Tseax pull-out is a popular hangout for locals. Fish wheel trail is in close proximity to village and the suspension bridge encourages visitors to go into the community of Gitwinksihlkw. Boat launch is used regularly by locals and is needed for many.
- Assess the risk and determine mitigation measures for employee workplaces
- Develop and implement a worksite safety plan for visitor center and facilities. Assess and update as required
- Develop workplace policies and restrictions for employees

- Parks Management committee to develop communication material for the public via NLG and BC Parks websites
- Continually assess and address risks of resuming operations and develop solutions and mitigations strategies
- Limit number of people in visitor centre at one time.
- Post signage informing visitors of safe practices (i.e. keep physical distance; small group size; etc.)
- Provide hand sanitizer at VC
- Increase cleaning frequency of pit toilets and picnic tables at auto tour sites (minimum twice per day)
- If needed, we can request any visitors in VC use a mask.
- Increase cleaning frequency of pit toilets and picnic tables at campground and visitor centre (I believe Steve has hand sanitizer available in most pit toilets)
- Clean and sanitize exhibits in VC and/or request no touching of exhibits
- Conduct patrols to monitor visitor compliance.
- BC Parks and/or park operator will check-in with the Emergency Management Team on a regular basis (I would suggest weekly to start) to:
 - get any updates on COVID situation (i.e. # of cases)
 - get any updates on safe practices and guidelines;
 - provide the Emergency Management Team our findings with respects to park patrols (number of visitors out in the park during patrol; visitor response; visitor compliance); and
 - to share any other concerns that either BC Parks or Emergency Management Team has and will adjust our re-opening plan as necessary.

Phase 2:

- a) Open Lava Lake – Lava Lake is the most popular site and will see the most use. Managing visitors to ensure safe practices are being followed could be a challenge at this location as many locals also use this area.
- b) Open visitor centre – the VC is easy to manage with respect to the number of visitors in the centre at one time (we can set maximum limit to ensure physical distancing being maintained)

Mitigation Measures:

- Continued increased cleaning frequency of pit toilets and picnic tables at auto tour sites (minimum twice per day)
- Post signage informing visitors of safe practices (i.e. keep physical distance; small group size; etc.)
- Conduct patrols to monitor visitor compliance.
- BC Parks and/or park operator will check-in with the Emergency Management Team on a regular basis (I would suggest weekly to start) to:
 - get any updates on COVID situation (i.e. # of cases)
 - get any updates on safe practices and guidelines;
 - provide the Emergency Management Team our findings with respects to park patrols (number of visitors out in the park during patrol; visitor response; visitor compliance); and

- to share any other concerns that either BC Parks or Emergency Management Team has and will adjust our re-opening plan as necessary.

Phase 3:

a) Cone Tours

Mitigation Measures:

- Limit group size allowed on tours. Consider limiting to 2 or 3 small family sized groups (6 people or less per group). Can accommodate larger groups that are from same household (in this situation there would only be the one group that goes on tour instead of 2 or 3 smaller groups).
- Can request visitors wear masks.
- Tour operator can maintain physical distance between themselves and the group(s).
- BC Parks and/or park operator will check-in with the Emergency Management Team on a regular basis (I would suggest weekly to start) to:
 - get any updates on COVID situation (i.e. # of cases)
 - get any updates on safe practices and guidelines;
 - provide the Emergency Management Team our findings with respects to park patrols (number of visitors out in the park during patrol; visitor response; visitor compliance); and
 - to share any other concerns that either BC Parks or Emergency Management Team has and will adjust our re-opening plan as necessary.

Other Considerations:

- If we are seeing non-compliance we can change, re-schedule phased opening or re-implement closures.
- Conduct regular patrols and develop a patrol schedule. Patrol reports will specifically relate to COVID safe practices (i.e. are visitors following rules? What was their reaction/action when asked to follow safe practices?). We can consider setting a threshold (i.e. if 20% of visitors are being non-compliant then we would not move onto the next phase until we see a compliance rate of 90%) that MUST be met before moving on to the next phase.
- We can develop other actions/mitigation measures as required or to address any concerns from NLG or the Nisga'a Park Joint Management Committee.
- Can consider establishing a patrol schedule with BC Parks staff and Nisga'a C&E staff and park operator to ensure people are following safe practices while in the park.
- We can update our webpage, install signage to encourage visitors to enjoy park using safe practices AND TO NOT ENTER LOCAL COMMUNITIES. Provide messaging for visitors to be self-sufficient (no going to town to get groceries, snacks or fuel from Nass valley communities).
- Increase BC Parks presence and visibility in the valley. This in turn may assist in developing our relationship with Nisga'a citizens by developing trust and seeing that we are out there patrolling and ensuring visitors are following safe practices.
- This could provide an opportunity to work with NLG C&E staff....an item that has been on my work list for some time now. This relationship between NLG C&E and BC Parks is key to managing this area.
- Our park operator is keen to make some revenue; however his primary concern is the health and wellbeing of his communities and citizens!!!

APPENDIX B



The Re-opening of Churches in the Diocese of Caledonia



May 20, 2020

Dear People of the Diocese of Caledonia

Greetings and peace to you in our Lord Jesus Christ.

I find my mind casting to the books of Nehemiah and Ezra as we prepare to re-open the Diocese. This pandemic has felt like an exile, of sorts. Many are carrying the weight of grief over the losses of normalcy, work, finances, and a sense of safety. Some are carrying the burden of being the only people in the church buildings during the past few months missing their brothers and sisters in Christ. All are longing for former times.

The people of Israel did not have the blessings of Zoom and social media. These have been a God-send, but do not replace in-person live community. The desire to be in community is great, but caution is necessary. As we start to re-open our churches, we must do so with thought and preparation.

As the people of Israel returned to Jerusalem, they saw a broken land and people, not the land flowing with milk and honey of old. Ezra gathered the people and started to read the word of God and to pray with people. This is where we will start too. As we learn our new normal, we do so by gathering to hear the word of God and to pray. May God who sustained his people throughout the centuries continue to do so now!

What you will find in this document is a phased approach to restarting in-person gatherings in our churches, it is mainly “borrowed” from the work of the Diocese of New Westminster. It is an approach that aims to care for people, communities, and each other after a time of remaining in our homes for the sake of stemming the spread of COVID-19.

Our goals include:

- Offering hope and guidance to our communities in a time of uncertainty and changing news about what is permissible from a health perspective at any given time.
- Continuing to provide our people and communities with parish-based pastoral care now and in the months to come.
- Providing for the continuity of prayer and worship, whether people are gathered in person or online.

- Continuing to protect the most vulnerable among us by limiting contact and continuing and/or initiating practices to slow the spread of infectious disease

All of what you will read here will be dependent on further and ongoing recommendations from the Provincial Health Officer and will typically reflect an abundance of caution in its approach given how many of our parishioners are vulnerable in the face of this pandemic. What this means is that the way forward will not be immediate and may not be linear.

Please read this document thoroughly as you work through what your parish may do at every phase of this plan and as you complete your application to re-open. Remember that your parish does not have to move to a particular phase on the same timing as other parishes do, but you may not move to the next phase until my office informs you that you may do so. Every parish, its buildings, its capacities and its leadership are different. Each parish, therefore, using this document must discern the appropriate actions and timing for itself in terms of when to reopen its building and what activities to offer. If you have any questions about this document or the process for re-opening, please contact me.

Thank you for your ministry and faithfulness in these difficult days. Know that God loves you and that we will get through this together!

Yours in Christ,

The Right Reverend David TJ Lehmann, DD
Bishop

A PHASED PLAN FOR THE RE-OPENING OF CHURCHES

Introduction

This plan was created as a collaborative effort by the people of the Diocese of New Westminster and has been modified for the Diocese of Caledonia. Our thanks to Archbishop Skelton and her staff for their work.

The plan contains the following phases and materials as listed below. **The Bishop's Office will communicate when it is possible for the parishes of the Diocese to move into each phase.** As noted above: each Parish is not *required* to move to the next phase – but **no Parish may move to the next phase in its re-opening without the permission of the Bishop.**

- **Phase I:** A Time of Hiatus (the time we are currently in)
- **Phase II:** Beginning Re-entry
- **Phase III:** Deeper In-Person Participation
- **Phase IV:** Full In-Person Gathering with New Learning
- **Other:** Summer Programming
- **Appendix A:** Questions for Priests-in-Charge, Church Wardens and Trustees
- **Appendix B:** Questionnaire/Application for Re-Opening a Parish Church (Relates to both Phases II and III)

We recognize that all ministry is contextual. This plan articulates practices that fall into categories of “requirement” and “recommendation.” Requirements are mandatory and enforceable by the Bishop and are listed using the phrases “*must...*” and “*...are prohibited*”. Recommendations listed below use permissive phrases such as, “*we advise,*” “*we encourage,*” or “*we recommend*” in that they are best practices and may be modified as appropriate to your local context. In most cases, this plan will be formed by the Incumbent and the Church Wardens, together with the Church Committee.

As we continue to follow requirements and recommendations for safety, please remember to pray for the ill and recovering, for the grieving, and for the lonely. Also pray for researchers, medical professionals, health policy experts, front line workers, and for those who clean and stock and ship. Finally, pray for each other - that we may continue to be a people of hope in the midst of this unfolding situation.

Contact the Bishop with any questions or clarifications. The Questionnaire/ Application to reopen in Phases II and III should be submitted to Audrey Wagner at the Synod Office caledonia@telus.net . Once the application is reviewed, any comments/changes will be communicated to you. With these comments/changes addressed, your plan for re-opening will be approved.

Phase I: A Time of Hiatus

Overview

All Parishes in the Diocese are currently (as of May 20, 2020) in Phase I.

During Phase I, consistent with the Suspension of In-Person Worship and Parish and Diocesan Activities set out in the Bishop's COVID update 2¹ of March 18, 2020, all worship except for the recording or live-streaming of worship must be online. All formation and meetings are online. Church offices may remain open if safe practices are observed. Those practices include, for example, frequent cleaning and sanitization of common areas and surfaces, implementing appropriate physical distancing measures, and avoiding in-person meetings or appointments with visitors. The safe practices which are appropriate for each church office will vary from Parish to Parish. Food programs may open with the completion of an application and the permission of the Bishop's office.

Phase I Worship Requirements and Recommendations

Churches are prohibited from in-person worship. We strongly recommend that parishes record online participation numbers in their vestry books with a notation that the numbers reflect online participants.

We advise and encourage all parishes to find means of gathering using online tools, including but not limited to:

- Sunday Worship (Diocesan led online prayer service)
- Divine Office during the week (Morning Prayer, Mid-day Prayer, Evening Prayer, Compline or Night Prayers)
- Other forms of prayer (Centering Prayer, praying through music etc.)

Requirements for Other Services

- Funerals with ten attendees or fewer (including the officiant) are permitted, while following physical distancing guidelines
- Weddings with ten attendees or fewer (including the couple to be married, and the officiant) are permitted, while following physical distancing guidelines
- Baptisms should be done on an emergency-only basis. Please notify the Bishop.

Phase I Formation, Fellowship, Fund-raising Activities and Pastoral Care

During Phase I, all formation, fellowship and fund-raising activities must move to delivery online or by telephone. All pastoral care must not take place through in person meetings.

- Bible Studies and other small group formation must be online.

¹

https://www.caledoniaanglican.ca/df_media/W1siZiIsIjIwMjAvMjAwMDMvMTQvMTQvNDgvNTEvODM5Zjg5NjMtNTk1NC00ZWVmLTk4ZTItMDczZTIOTeYzGM3L0NPVkiEIHVwZGF0ZSAyYS5wZGYiXV0/COVID%20update%202a.pdf?sha=c664c324ab218349

- Fellowship (coffee hours, socials, lunches, dinners, interest group gatherings) must be online.
- Fund-raising Activities: Encouraging on-going giving to the parish's operating fund or fund-raising for special reasons must move online or be conducted by phone.
- Pastoral Care must not take place through in-person meetings (may be in the form of letter writing, cards, telephoning, conference calls, etc.)
- In-person visiting in care homes is not permitted.

Phase I Office Building Use Guidelines

In Phase I, staff members must be permitted to work from home, if they wish. While some staff may wish to work from Parish premises, especially the immunocompromised, parents of children, and those older than 60 should be discouraged from doing so. We advise that the mode of transportation a parish employee or volunteer uses to travel to work be taken into consideration in terms of their working in the office or from home.

In-office functions must still be minimal, focusing effort and activity only on essential operations.

Any staff members or volunteers working from church-owned buildings must continue to follow physical distancing and sanitization guidelines, including:

- Maintaining two meters of separation between individuals
- Regular hand-washing and sanitizer use
- Regular disinfection of common surfaces including doorknobs, countertops, bathrooms (if used at all) and office electronics. Bathrooms must be sanitized after each use.

Church Committee or other teams/ministry committee meetings must be held online.

Phase I Service and Outreach Initiative Requirements

- All in-person service or outreach ministries must gain permission from the Bishop's Office to operate during this time.
- Any outside group using parish spaces for food ministries must agree to follow safety guidelines and agree to indemnify the parish.

Phase I Building Use by User Groups and Rentals

- During this time the use of church buildings by all user groups including 12-step groups are suspended
- Rental tenants have been invited to suspend their operations. They are required to sign a waiver should they decide to continue operating.
- Licensed Child-care providers have been recognized by Provincial Health Authorities as providing an essential service. Guidance from Provincial Health Authorities has contemplated that such providers may, or may not, choose to stay open. To the extent child-care providers using church property elect to continue operating, the Diocesan Office recommends asking providers to sign a form confirming that they have satisfied themselves that their activities are not prohibited; that they are making their own

informed decision to continue operating, and that they will not seek to hold the Diocese or the Parish liable for any loss or damage arising as a result of Covid-19. Please contact the Synod Office for further information.

Phase I Other Recommendations for Gathering while Separated

We advise using digital tools like video conferencing and/or conference calls for routine meetings of leaders and any committee or team meetings during this time.

We advise identifying a method by which your leadership will continue to engage your non-online parishioners, whether by phone, through online means (including by providing training and assistance to assist those unfamiliar with online interaction communicate by those means), or through other means.

We advise that during this phase, Incumbents and lay leaders begin planning for the next phase.

Phase II: Beginning Re-Entry

Overview

During this phase, the parish begins the process of re-opening, concentrating its efforts on sanitization of spaces, limited in-person worship (no celebration of the Holy Eucharist), beginning or continuing food programs, potentially reopening childcare operations (if not already open), and more fully opening up office operations.

Phase II may be short in duration, that is, 2-4 weeks as parishes get themselves ready for a greater array of in-person gatherings and the work and care that this will mean. The Bishop's Office will notify parishes when moving to Phase III is permissible. In that many of our parishioners and some of our Incumbents or other clergy are vulnerable individuals as defined by the BC Provincial Health Officer, re-opening might not be appropriate for every parish during this phase. We are aware that Phase II is a very cautious step forward. We acknowledge that some of you will be frustrated at the perceived lack of progress from Phase 1 to Phase II. However, as we try and understand the implications of worshipping together, we feel that caution is the best path to take.

Before you choose to re-open, the Incumbent, Church Wardens and Church Committee members should discuss the questions listed in [Appendix A](#). Once these conversations have taken place, please complete the questionnaire/application in [Appendix B](#) (that relates to both Phases II and III) and return your application to Audrey Wagner at the Synod Office caledonia@telus.net to receive any comments and to be given permission to implement your re-opening. **You will need to submit your application at least 10 days prior to the date you want to reopen.**

[Phase II Preparing the Church for Re-Entry](#)

Before any re-entry, the parish must provide for a thorough cleaning of the entire church building, including pews, bathrooms, doorknobs, light switches, stair railings, and microphones. Please see the current cleaning guidelines from BCCDC.

To the extent practicable, we recommend considering removing all non-essential items from rooms so that there are fewer surfaces to touch.

We recommend posting signs and making announcements about non-contact greetings and reminders to refrain from shaking hands and hugging.

We recommend communicating with parishioners before they arrive about the preparations you have done for their re-entry and reiterating that, if they are sick or are of a vulnerable population, they should stay home and join online, if available, through your parish or another.

[Useful posters related to handwashing, physical distancing, etc. are available through the BCCDC website.](#)

[Phase II - Worship Requirements and Recommendations](#)

In this phase parishes may begin offering in-person worship gatherings of no more than 50 people, including celebrant(s), while adhering to the following requirements and recommendations.

Requirements for In-person Worship

- During this phase *publically* sharing in the Holy Eucharist in person is prohibited. Diocesan online Sunday Worship will continue for those not attending in-person worship.
- No liturgical processions unless the processions can accommodate physical distancing among those processing and with members of the congregation.
- There is no physical touching during any portion of in-person worship.
- There is no passing of an offering plate through the pews. To limit contact, parishioners may offer financial gifts online or to a stationary plate as they come in or during worship.
- Households must sit at least two metres apart from other households or individuals, 360°, if gathered for in-person worship.
- The congregation and the officiant are required to **refrain from singing** when gathered for in-person worship during this phase. Singing is among the riskier behaviours when it comes to spreading the virus. Additionally, no wind or brass instruments may be used in worship.

Requirements for Gathering Size and Contact in Worship

- During this phase we must limit any in-person worship gatherings to no more than 50 people, including celebrant(s), or the maximum number for your space while allowing 2 metres of separation between households, whichever is fewer. If your building cannot accommodate your average Sunday attendance, consider multiple service times that might spread out the number of people gathered at any one moment or meeting in another (perhaps larger) space such as your parish hall.
- To avoid crowding and bottle necks, there is no receiving line following a service. The congregation should simply disperse – again, maintaining physical distance from others while taking care to avoid entrances and exits becoming “log-jam” points.
- There is no nursery or in-person Sunday school or coffee hour following a service. Encourage people to leave the building rather than mingling in-person.
- All common surfaces must be cleaned before and after worship, including doorknobs, counter tops, pews, bathrooms, and electronics.

Requirements for Other Services

- Baptisms, weddings, and funerals may resume and must be limited to fewer than 50 people in attendance (including those officiating or serving), while following distancing guidelines (no Holy Eucharist at these services).

Recommendations for Worship

We recommend the following as you plan worship during Phase II:

- We recommend maintaining a visitor log (including phone numbers and email addresses) for all who enter the building in the event that they may have come in contact with someone with the disease and reporting is required. To the extent possible, the log should

be managed by a greeter or an office staff-person or volunteer or follow some other no-touch method.

- We recommend closing bathrooms except for emergency use. After each use, we recommend that the bathroom be re-sanitized.
- We recommend maintaining some online worship and formation opportunities for those that will still be unable to join an in-person gathering, either due to risk or sense of safety.
- We recommend considering inviting people to sign up to attend services in advance, capping sign-up places at a number lower than the maximum attendance, in order to allow space for visitors who may drop in.
- We recommend creating clear markers and spacing for seating to maintain physical distancing.
- We recommend that all attendees wear non-medical masks.
- We recommend (to the extent practicable) holding services outside.
- We recommend increasing ventilation in the worship space (doors and windows open where possible).
- We recommend removing prayer books, hymn books, and Bibles from pew racks during this time. Worship services may be followed using single-use bulletins (that are picked up rather than handed out), by sending a digital copy for people to access on their personal devices, or by the use of screen and projection. We recommend making every provision for recycling single-use bulletins and limiting the number of bulletins printed for one household.
- We recommend developing a plan for dismissing the congregation in an orderly way to ensure physical distancing as people exit.
- We recommend empowering the greeters to remind participants about these guidelines and Provincial health requirements.
- We recommend developing a plan to reduce the number of doors that people must touch to enter your service, including the use of door stops or greeters.

Phase II Formation, Fellowship, Fund-Raising Activities and Pastoral Care

During this phase all formation, fellowship and fund-raising activities must remain online or be done by telephone. Pastoral care must not be face-to-face.

- Bible Studies and other small group formation for adults and children must remain online.
- Fellowship (coffee hours, socials, lunches, dinners, interest group gatherings) must remain online
- Fund-raising Activities: Operating fund appeals, and any special fund appeals must remain online or be conducted by telephone.
- Pastoral Care must be conducted by letters, cards, telephone, or videoconference such as Zoom.
- In-person pastoral visiting in care homes is not permitted.

Phase II Office Building Use Requirements and Recommendations

In Phase II, staff members must be permitted to work from home, if they wish. While some staff may wish to work from Parish premises, especially the immunocompromised, parents of children, and those older than 60 should be discouraged from doing so. We advise that the mode of transportation a parish employee or volunteer uses to travel to work be taken into consideration in terms of their working in the office or from home.

In-office functions must still be minimal, focusing effort and activity only on essential operations. All meetings must be held online or by telephone.

Any staff members or volunteers working from church-owned buildings must continue to follow social distancing and sanitary guidelines, including:

- Maintaining two metres of separation between individuals
- Regular hand-washing and sanitizer use
- Regular disinfection of common surfaces including doorknobs, countertops, bathrooms (if used at all) and office electronics.

Parish Council or other teams/ministry committees must continue to be held online.

Phase II Building Use by User Groups and Rentals

- During this time the use of church buildings by all user groups including 12-step groups is suspended.
- Rental tenants continue to be invited to suspend their operations. They are required to sign a waiver should they decide to continue operating.
- Licensed Child-care providers have been recognized by Provincial Health Authorities as providing an essential service. Guidance from Provincial Health Authorities has contemplated that such providers may, or may not, choose to stay open. To the extent child-care providers using church property elect to continue operating, the Diocesan Office recommends asking providers to sign a form confirming that they have satisfied themselves that their activities are not prohibited; that they are making their own informed decision to continue operating, and that they will not seek to hold the Diocese or the Parish liable for any loss or damage arising as a result of Covid-19. Please contact the Synod Office for further information.

Other Recommendations

We recommend parishes to continue displaying signs outlining COVID-19 symptoms and urging people to stay home/seek medical attention if they experience symptoms or feel unsafe.

We recommend parishes continue to maintain appropriate stocks of tissue, soap, hand sanitizer, and disposable paper towels for drying hands.

We recommend maintaining a visitor log (See under recommendations for worship for details).

Phase II Service and Outreach

- Food programs continue to follow the process and guidelines already developed and must receive the approval of the Bishop.
- Outside organizations using church kitchens for food programs must continue to read and sign a letter of indemnification.
- Other in-person service and outreach programs continue to be suspended during this time unless approved by the Bishop.

Phase III: Greater In-Person Participation

Overview

During Phase III, parishes are allowed to celebrate Holy Eucharist, with only the celebrant receiving the Sacrament in both kinds. Everyone else present will be invited to receive the bread only, via individual wafers. Worship services are limited to the same number of attendees as in Phase II, above. Additionally, a greater range of in-person activities is allowed. In all activities, with the exception of the distribution of communion which must be done using strict protocols, parishes must continue physical distancing as well as all the other precautions to inhibit the spread of infection.

Vulnerable parishioners may still prefer to participate online only.

As with Phase II, in order to move to Phase III the Incumbent, Church Wardens, and Church Committee Members are required to have answered or to have revisited the questions listed in Appendix A. Once these conversations have taken place, they must have completed the questionnaire/application in Appendix B and return it to Audrey Wagner at the Synod Office to receive any comments and to have been given permission to implement the Parish's plan. **Note that the questionnaire need only be submitted once, for Phases II and III.**

Preparing the Church for Wider Use of the Building

Prior to expanding the wider use of church buildings by more people and groups, the parish must provide for the sanitization of the church building with special attention to areas of the building that will now be open to in-person gatherings. Pay special attention to high touch areas including pews, bathrooms, doorknobs, light switches, stair railings, and microphones. Please see the current cleaning guidelines from BCCDC.

Phase III - Worship Requirements and Recommendations

In Phase III parishes may offer in-person worship while adhering to the following requirements and recommendations.

Phase III Requirements for In-person Worship:

- During Phase III parishes may offer Holy Eucharist (subject to the requirements below) or some form of the Daily Office or worship focusing on readings, preaching, prayers and music.
- There is no physical touching during any portion of in-person worship. This includes physically sharing the Peace (although, as above, exchanging the Greeting of Peace, without physical contact, is encouraged).
- Any processions in the liturgy must provide for social distancing among clergy and among participants in the procession and congregants.
- There is no passing of an offering plate through the pews. To limit contact parishioners may offer financial gifts online or to a stationary plate as they come in or during worship.
- Households must sit at least two metres apart from other households or individuals, 360°, if gathered for in-person worship.
- Parishioners, celebrants and deacons must **refrain from singing** when gathered for in-person worship during this phase. Singing is among the riskier behaviors when it comes to spreading the virus. Music using wind or brass instruments is prohibited during this phase.
- Choir practice is not permitted during Phase III.

Requirements for Gathering Size and Contact in Worship

- During this phase any in-person worship gatherings must be limited to no more than 50 people, or the maximum number for your space while allowing 2 meters of total separation between households, whichever is fewer. If your building cannot accommodate your average Sunday attendance, consider multiple service times that might spread out the number of people gathered at any one moment or consider worshipping in the (perhaps larger) parish hall.
- To avoid crowding and bottle necks, there is no receiving line following a service. Continue encouraging people to leave the building rather than mingling in-person.
- There is no nursery or in-person Sunday school during Phase III.
- All common surfaces must be cleaned before and after worship, including doorknobs, counter tops, pews, bathrooms (if used at all) and electronics.

Requirements for the Celebration of the Holy Eucharist

- All sanitization of spaces, vessels and peoples' hands must occur before and after the Eucharist.
- Immediately prior to the beginning of the Eucharistic Prayer and immediately prior to the distribution of communion the celebrant is required to wash and/or sanitize their hands.
- The celebrant should consecrate a priest's host for the celebrant to consume and consecrate individual wafers for those receiving communion. The wafers (regular and

gluten-free) for the people are to be covered and placed to the side of the altar during the consecration.

- After the breaking of the bread, the celebrant should consume the priest's host and the consecrated wine.
- The celebrant then must put on a mask, sanitize their hands again and distribute the bread to those receiving; making sure not to touch the hands of those receiving the bread.
- Communion must be in one kind only. The celebrant must be the only communion administrant.
- After all have received bread, the celebrant must discard their mask in an appropriate receptacle and sanitize their hands again.

Requirements for Other Services

Baptisms, weddings, and funerals may continue and must be limited to fewer than 50 people in attendance, while following physical distancing and sanitization guidelines.

Recommendations for Worship

We recommend the following as you plan worship during Phase III

- We recommend maintaining a visitor log (including phone numbers and email addresses) for all who enter the building in the event that they may have come in contact with someone with the disease and reporting is required. To the extent possible, the log should be managed by a greeter or an office staff-person or volunteer or follow some other no-touch method.
- We recommend closing bathrooms except for emergency use. After each use, we recommend the bathroom must be re-sanitized.
- We recommend maintaining some online worship and formation opportunities for those that will still be unable to join an in-person gathering, either due to risk or sense of safety.
- We recommend avoiding crowding in the sanctuary and building to the extent possible. Consider offering multiple services to help people spread out.
- We recommend inviting people to sign-up for services in advance while allowing space for visitors who may drop in.
- We recommend continuing to offer clear markers and spacing for seating to maintain social distancing.
- We recommend that parishioners continue to be encouraged to wear non-medical masks.
- We recommend continuing to consider holding services outside, to the extent practicable.
- We recommend continuing to increase ventilation (doors and windows open where possible)
- We recommend continuing to consider removing prayer books, hymn books and bibles from pew racks during this time. Worship services may be followed using single-use bulletins (that are picked up rather than handed out), by sending a digital copy for people to access on their personal devices, or by the use of screen and projection. Please make

every provision for recycling single-use bulletins and limiting the number of bulletins printed for one household.

- We recommend having a plan for dismissing the congregation in an orderly way to ensure social distancing as people exit.
- We recommend empowering greeters to remind participants about these guidelines and Provincial health requirements.
- We recommend having a plan to reduce the number of doors that people must touch to enter your service, including the use of door stops or greeters.

Phase III Formation, Fellowship, Fund-Raising and Pastoral Care

During this phase formation, fellowship, fund-raising efforts and some pastoral care may be done via in-person small group meetings or one-on-one meetings.

- Bible Studies and other group formation may be conducted in-person in groups of 50 or under that observe physical distancing. At this time, we require these meetings to be held in church buildings and not in peoples' homes.
- Programming for children and youth is permissible as long as physical distancing and sanitizing protocols are followed. Nurseries are not permissible during this Phase.
- Fellowship (coffee hours, socials, lunches, dinners, interest group gatherings) may be conducted in groups of 50 and under. Parishes must make every provision to ensure adequate space to avoid crowding. A gloved person must distribute any food or drink. Buffets and self-serve food or drink are not permitted.
- Fund-raising efforts in groups of 50 or under may continue as long as sanitization and social distancing protocols are followed.
- Some pastoral care may be done in one-on-one meetings in the church building as long as social distancing is adhered to. Home visits are not permitted at this time without the permission of the Bishop.

Phase III Office Building Use Requirements and Recommendations

In Phase III in-person meetings are permitted. We advise considering how you might enable your high-risk members to join your meetings digitally.

Regular office operations are permitted. We advise considering how you might maintain flexibility for staff members that are immunocompromised, have children unable to attend school or access childcare, or are over 60.

Communal spaces must continue to be cleaned on a regular basis, including before and after gatherings.

Any staff members or volunteers working from church-owned buildings must continue to follow physical distancing and sanitary guidelines, including:

- Maintaining two metres of separation between individuals
- Regular hand-washing and sanitizer use

- Regular disinfection of common surfaces including doorknobs, countertops, and office electronics.

Phase III Building Use by User Groups and Rentals

- During this time the use of church buildings by all user groups, including 12-step groups and all rentals is permissible if the numbers of people at one time are 50 or under. We recommend that parishes only open to those groups that they can safely accommodate at this phase given physical distancing, hand-washing and sanitization protocols. All user groups will be asked to sign a declaration of compliance with safe procedures.
- Licensed Child-care providers are permitted to resume or continue their operations.

Phase III Other Recommendations

We recommend that parishes continue displaying signs outlining COVID-19 symptoms and urging people to stay home/seek medical attention if they experience symptoms or feel unsafe..

We recommend parishes continue to maintain appropriate stocks of tissue, soap, hand sanitizer, and disposable paper towels for drying hands.

We recommend continuing to maintain a visitor log (See under recommendations for Worship for details)

Phase III Service and Outreach

- Food programs continue to follow the process and guidelines already developed and must receive the approval of the Bishop's Office.
- Outside organizations using church kitchens for food programs must continue to read and sign a letter of indemnification.
- Other in-person service and outreach programs must follow all physical distancing and sanitization protocols and must gain approval from the Bishop's Office.

Other: Summer Programming

We advise against offering in-person summer programming, including Vacation Bible Schools. .

While the risk to children from Covid-19 appears to be somewhat lower than to the population as a whole, there is an ongoing risk that they may carry the virus back home and transmit it to other family members. We advise considering providing online or no-touch drop off at-home activities.

Phase IV: Full Participation with New Learning

Overview

In Phase IV all in-person activities are allowed. During Phase IV parishes are encouraged to put into practice the learning that they gained from the earlier phases. That learning might include, for example:

- The value of offering online worship in the form of the Daily Office to all parishioners;
- The value of live-streaming Sunday worship to increase participation among those who are unable to attend in person;
- The importance of continuing to support key health habits (no intinction, hand-washing for servers and those receiving communion, sanitization procedures for kitchens and high-touch surfaces etc.);
- The possibility of using ZOOM (or similar) for some meetings and formational events;
- The value of increasing pastoral care through phone calls;
- The value of offering materials for home worship and encouraging home worship.

Phase IV - Worship Requirements and Recommendations

- Holy Eucharist with the common cup is permissible. Intinction is not permissible.
- Those who continue to be concerned about their health are encouraged to receive only the bread.
- We recommend implementing many of the protocols learned during the pandemic: that is, the careful washing and sanitization of space, objects, the hands of communion ministrants and, where appropriate, the hands of those receiving communion.
- Gatherings of over 50 people are allowed. We recommend where possible to avoid overcrowding.
- Congregational singing in worship is permissible. Celebrants, officiants and deacons singing the liturgy is permissible.
- We recommend parishes try, to the extent possible in their individual contexts, exploring ways to livestream Sunday worship so that services continue to be available to those who cannot be at the parish in person.
- We recommend that you begin or continue offering some form of the Divine Office (Morning Prayer, Noonday Prayer, Evening Prayer, Night Prayer, Compline) online. This may be in addition to some in-person form of the Divine Office.
- We recommend considering the creation of materials for prayer in the home.
- Physical contact during worship is permissible. We recommend stating that people have the option of continuing not to make physical contact with others.

Phase IV Formation, Fellowship, Fund-Raising and Pastoral Care

- All in-person formation, fellowship, and fund-raising events of any size are permissible.
- We recommend exploring ways to offer on-line programs of formation, fellowship and fund-raising that allow those who cannot gather in person to participate. Continuing to offer online programming may also broaden who the programming can reach.
- All children's programs (Sunday School, Vacation Bible School, nurseries) of any size are permissible.
- All forms of pastoral care may continue. We recommend that those doing home visits or visits in care homes wash and sanitize any vessels and their hands both before and after their visits.

Phase IV Office Building Use Requirements and Recommendations

In Phase IV in-person meetings of any size are permitted. We advise to consider how you might enable members to join your meetings digitally.

Regular office operations are permitted. We advise considering how you might maintain flexibility for staff members as appropriate and workable.

Communal spaces must continue to be cleaned on a regular basis.

Phase IV Building Use by User Groups and Rentals

- During this time the use of church buildings by all user groups, including 12-step groups and all rentals (including child-care providers) is permissible. Any size of gathering is permissible.

Phase IV Other Recommendations

We recommend parishes continue to maintain appropriate stocks of tissue, soap, hand sanitizer, and disposable paper towels for drying hands.

Phase IV Service and Outreach

All compassionate service to include food programs are permissible and must follow the relevant health guidelines.

- Outside organizations using church kitchens is permissible. They, too, must follow relevant health guidelines.

APPENDIX C

NISGA'A VILLAGE OF GITWINKSIHLKW COVID-19 SAFETY PLAN



Nisga'a Village of Gitwinksihlkw
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Nisga'a Village of Gitwinksihlkw COVID-19 Safety Plan

1.0 Goal of the Safety Plan

The goal of the COVID-19 Safety Plan is to provide a safe work environment, and to prevent the transmission of COVID-19 within the work place (all facilities) and in the community. The health and safety of employees and community members is of the utmost priority. The Plan outlines mandatory requirements for employees and Village facilities.

2.0 COVID-19 Pandemic Plan & Work from Home Plan

The COVID-19 Pandemic Plan, April 6, 2020, remains in effect. The Work from Home Plan will be enforced as needed and sanctioned by Chief & Council.

The pandemic isn't over, and the Village will remain diligent in its efforts to prevent the transmission of COVID-19 in the Village.

The Village will continue to:

- Plan for actions that can be taken to prevent and reduce the spread of COVID-19 in the community;
- Support planning and efforts with Nisga'a Lisims Government and the Emergency Management Committee, the Northwest Provincial Regional Operations Centre, the Nisga'a Valley Health Authority, the RCMP, Ministry of Transportation, other institutions/organizations, and BC and Canada orders to plan for actions that can be taken to prevent and reduce the spread of COVID-19 throughout the Nass Valley.

The Village remains committed to:

- Provide for the health and safety of members in the community.
- Provide for the health and safety of First Responders, Volunteer Fire Fighters, and the Village's Emergency Management Committee.
- Increase awareness of COVID-19 and prevention.
- Ensure readiness to respond appropriately to COVID-19. The COVID-19 Pandemic Plan is a living document, changing to meet needs as required.
- Minimize serious illness and deaths.
- Minimize suffering.

The following measures will be maintained to prevent the transmission of COVID-19 in the Village:

- Social distancing
- Self-isolation (if required)
- Staying home if sick (employees and community members)
- Practice frequent hygiene, which includes proper hand washing and coughing and sneezing etiquette
- Using gloves and taking all precautions when picking up groceries and other needs from Terrace and other outlying areas
- Clean and disinfect frequently
- Closing the Village to tourists (residents only and people the Village is conducting business with)

Surveillance and emergency response protocols will be maintained. Surveillance has been reduced to weekends. The Bylaw Enforcement & Emergency Services Officer will continue to screen members returning or moving back to the community.

3.0 Responsibilities

The Chief Executive Officer and the Bylaw Enforcement & Emergency Services Officer are responsible to ensure the health and safety of safe operations in all buildings and community in collaboration with Managers and staff. It is our collective responsibility to ensure the health and safety of all members in the community.

All employees are responsible for ensuring requirements are met, and to report any unsafe work conditions and health issues immediately to the Chief Executive Officer or the Bylaw Enforcement & Emergency Services Officer.

If there are any new requirements ordered by the Province or the pandemic evolves to enforce stricter measures again, all staff and the community will be apprised of the change in events and the Village will revert back to all sections of the COVID-19 Pandemic Plan.

4.0 Assessing the Risks

All buildings and operations are being assessed and the following have been identified as risks in Village buildings that COVID-19 could pose to normal operations:

Shared common areas including the staff room and kitchens, the front lobby areas, the shared spaces in the Youth Centre and Headstart, the Council Chambers, and the bleachers, main floor, and stage at the Recreation Centre.

The following measures have been implemented to minimize any sharing and reduce the risk of transmission:

The coffee makers have been removed from the staff room. Staff are required to bring their own coffee. If a staff member uses any dishes, the dishes must be rinsed and put

in the dishwasher. If there is an in-person meeting (adhering to social distancing requirements), and food is provided, it's required that the dishes be rinsed, put in the dishwasher, and the dishwasher started. Janitors are notified of any meetings that occur when the Chambers are being used for cleaning requirements. There are minimum chairs in the Council Chambers to ensure social distancing requirements.

The kitchen at the Recreation Centre is closed to the general public except for cultural gatherings.

The lobby at the Recreation Centre including front entrance access, the washrooms and the water fountain are closed to the general public except for cultural gatherings. The bleachers, stage, and half of the gym floor are partitioned off. The Youth Centre and Headstart will remain closed until Plans are developed for safe operations. Plans are in progress. The Headstart won't open until September.

5.0 Staffing

Gitwinksihlkw has a small staff and able to maintain staffing levels. There are 7 offices, the front receptionist area, and the Council Chambers in the Administration Building. Operations & Maintenance staff check in daily with the Operations & Maintenance Manager and complete all work in the field. There are three employees in the Youth Centre, and two janitors who work different schedules. Precautionary measures are adhered to by all staff.

6.0 General Public

There are only two members from the community allowed in the administration building at one time. Members are required to practice all precautionary measures. Signs are posted at the door, and members cannot enter the Administration building or any other facility if they are feeling sick or showing any symptoms.

Appointments with staff will be maintained. Members are required to call ahead to meet with any employee. Members are contacted if they have any packages in the mail.

The front receptionist is the first line of contact for all staff and community members, and keeps a destination sheet for all employees, and a log of all community members who enter the building (important for contact tracing if needed). There is a barrier between the front receptionist and community members, however, a partition is ordered and will be installed on receipt. There's a security door at the front that will be locked at all times, and people have to be granted access to get past the door. Everything that is used by community members is immediately cleaned.

7.0 Recreation Centre

The front entrance, lobby area, and kitchen will be locked, and the bleachers, half the gym floor, and stage areas are partitioned off using 4' high orange warning barrier and not accessible by community members. Entrance is through the back entrance only. The back entrance will remain locked to discourage drop-ins. Signs are posted at the back entrance for community members. Hand sanitizer is provided at the entrance. Only one washroom is open in the back area. There are three emergency exits in the event of an emergency.

The following procedures are in effect:

1. The Recreation Centre can only be utilized by Gitwinksihlkw community members. Children 16 years and under must be accompanied by their parents. It's the parent's responsibility to supervise their children at all times.
2. The Recreation Centre will be open to community members from 9:00 am to 4:00 pm with an hour closure in-between appointments to allow the janitor to clean all areas using his checklist.
3. Members must book an appointment with the front receptionist to access the
4. Centre (no drop-ins). All names for the booking must be provided upon booking. The front receptionist will maintain a booking schedule for each day, and will provide it to applicable NVG workers.
5. Only one household or family at a time or on review and approval, members can combine their household with one or two others (many families within the same immediate family – parents and siblings - have remained within their own social bubble).
6. 1 hour maximum per user. Time can be extended within reason if there is no booking following. There's room to flex the schedule and cleaning requirement.
7. Recreation Centre gym equipment is not accessible by users.
8. Basketball is half-court only. Users must provide their own basketball.
9. Weights and exercise equipment have been downsized and spread out to maintain the physical distancing requirement. There is one way up and one way down and is clearly marked. All equipment is tagged, and users will remove the tags to indicate usage and cleaning required.
10. The Youth Worker and Recreation Worker will work a staggered schedule and be onsite for all bookings, and can provide and support some activities especially with youth. All precautionary measures will be adhered to.
11. No food is allowed in the Recreation Centre except for cultural gatherings. Users can bring in their own water.
12. Infection, Prevention and Control measures will be adhered to in cleaning requirements. Cleaning will be completed for 1 hour after each appointment with medical grade cleaner to sanitize the back door knobs, washroom, gym floor, stairs, exercise equipment, and the hand sanitizer containers.

8.0 Handwashing

Hand washing is the best defense against any transmission. All staff are required to practice all precautionary measures including hand washing, physical distancing, and using hand sanitizer if unable to wash hands with soap and water. Staff are required to use hand sanitizer or wash their hands immediately upon entering the building and throughout the day.

Hand sanitizer is available at the front entrances of buildings with directions to immediately use it upon entering buildings. Staff and members are encouraged to hand wash regularly.

9.0 If You're Sick, Stay Home

If an employee is sick or shows symptoms of a cold or influenza like illness or COVID-19 like symptoms, he/she is required to stay home and seek medical care as soon as possible by contacting NVHA via telephone who will advise on next steps. Refer to Appendix 1: STEPS TO HELP PREVENT THE SPREAD OF COVID-19 IF YOU ARE SICK.

Community members cannot enter buildings if they are sick or show symptoms of a cold or influenza like illness or COVID-19 like symptoms.

Most people with COVID-19 have mild illness and can recover at home without medical care. Follow home protocols for self care:

- Isolate in the home.
- Do not go out, and do not visit public areas.
- Get rest and stay hydrated.
- Take over-the-counter medicines such as acetaminophen.
- Stay in touch with your health provider.
- Be sure to get medical care if you have trouble breathing or have any other emergency warning signs.

Staff are required to provide updates to the Chief Executive Officer, and provide a medical note indicating it's safe to return to work.

10.0 Infection, Prevention and Control Measures

Infection, Prevention and Control Measures are adhered to for all buildings. Janitors work a staggered shift to ensure cleaning requirements are completed for all buildings and in accordance with cleaning checklists.

The Administration building is sanitized three times a day – once in the morning, once in the afternoon, and a thorough deep clean in the evening.

11.0 External Businesses

Work is ongoing in the Village with external contractors/businesses. The Operations & Maintenance Manager is the contact for any Operations & Maintenance work, and the Chief Executive Officer is the contact for all Village initiatives. External contractors/businesses are advised of Village protocols including no contact with staff or with community members.

12.0 Cultural Gatherings

The Recreation Centre is available to Wilps for cultural gatherings on a restricted basis and in accordance with the provincial order of not permitting more than 50 members at a time in a gathering.

The front lobby entrance including the two main washrooms, the kitchen, and half the gym floor are accessible to Wilps. The back area is not accessible to members, and the bleachers, stage, and access to the weight/exercise area will be partitioned off with the 4' high orange warning barrier. There are three emergency exits in the event of an emergency.

All precautionary requirements must be adhered to:

1. A table will be set up at the front entrance with hand sanitizer and for a designated staff member for monitoring purposes.
2. A designated family member must be assigned as the family contact to ensure requirements are met.
3. The designated staff member will track family and community members in and out of the event (important for tracing purposes if needed), and must direct people in and out of the building.
4. A list must be provided of immediate and Wilp family members attending an event in order to determine how many other people can enter the facility. Any immediate family members travelling in from the larger urban areas must wear a mask and gloves for health and safety reasons.
5. 50 chairs will be spaced accordingly for a memorial service. Nuclear families can move their chairs side by side after they enter the building. A staff member will be onsite to help move chairs as needed.
6. 12 tables will be set up for a feast with only 4 people per table (2 tables with 5 people) for the maximum allowable people in the gathering.
7. Family and members enter the main gym floor through the main doors in the lobby area, and exit through the single door adjacent to the kitchen area. Enter and exit, and arrow signs will be clearly posted.
8. Community members and other entities who would like to participate in memorials and give their respects will be limited to two people, and will leave immediately after their presentation is complete to allow the same opportunity to others. The maximum numbers of people in the gathering must be maintained at all times.
9. The kitchen is available for use, and all requirements must be adhered to.

10. A list of members working in the kitchen must be provided. The kitchen is not accessible by any other members. The doors must remain closed. All members in the kitchen must wear masks and gloves. For memorials, all food must be individually wrapped on each plate and handed out by one of the workers. If coffee and water is provided, the cups must be filled by workers and handed out. The coffee and water cannot be directly accessible by community members (sharing restrictions).
11. For a feast, the food must be provided individually (already follows our cultural protocol), however, all servers must wear masks and gloves.
12. Numbers must be maintained with any event or gathering.
13. Infection, Prevention and Control Measures will be adhered to for the cleaning. A janitor will work a staggered shift to be onsite to ensure proper garbage pickup and disposal, and that cleaning requirements are followed in accordance with a cleaning checklist when the event is over (tables, chairs, and all accessible areas and shared spaces including the lobby, washrooms, kitchen and kitchen equipment are disinfected).

13.0 Amendments to the Safety Plan

The Plan is a living document and will change given the pandemic and any changes that may occur or ordered by the Provincial Health Officer.

APPENDIX D

THE GITWINKSIHLKW SALVATION ARMY FOOD SHARE

Phase I – March 18, 2020 – July 9, 2020

- One the building was on lockdown, we served out of the Food Share window on regular Food Share days:
 - Tuesday 1:00 pm – 3:00 pm
 - Thursday 4:30 pm – 6:00 pm
- Once we saw that some could not leave their houses, we started delivering twice a week, in addition to the pickup window regular times.
- We had volunteers who delivered to each community
 - Gitlaxt'aamiks – 30 km return
 - Laxgalts'ap – 80 km return
 - Gingolx 140 km return
- Beginning May 26, deliveries were only once per week
- Received may donations of perishable and non-perishable food to the food share
- Last dates for food share deliveries will be July 9, 2020

Phase II – July 9, 2020

- Tuesday – Pick up window will be available at posted times
- Thursday – People can choose their food from inside the building
- People can either stay in their vehicles or line up outside the building
 - Physical Distancing must be followed
 - 3 meters from the building
 - 2 meters from each other
- Areas will be blocked off,
- Entrances will not be used as Exits
- Before Entering the building
 - Face mask or covering is required upon entry of the building
 - Must use hand sanitizer
 - Cover your mouth and nose when you sneeze or cough
 - Maintain 2 meters apart
 - Do not enter if you are sick or required to self-isolate
 - One Person at a time, unless escort is required
- Food Share Staff can provide Masks and Hand Sanitizer and gloves outside the Corps Building
 - How many in household – will provide appropriate bag or box based on policy
 - That bag/box will be on a cart just outside the door for the person to fill
 - The person must wear gloves to choose their food, we will not enter the food share room until the person has completed choosing their food

- When the person is done, we will push the cart of food chosen to the exit door, the person can pickup the food there upon leaving
- There will be a garbage bin outside to discard the mask and gloves
- We will clean and disinfect before and after each food share time.