



Department of Forest Resources Management

COVID-19 Workspace Safety Plan

As a unit under the Faculty of Forestry, the Department of Forest Resources Management will *follow* the Faculty of Forestry Parent Plan in implementing risk mitigation measures to keep the risk of exposure as low as reasonably achievable. Highlights include:

WORK FROM HOME/REMOTE WORK

Those who are able to work from home will continue to do so. Those resuming UBC activities on campus will be required to complete the mandatory training module, Preventing COVID-19 Infection in the Workplace training, and the COVID-19 Training Worksheet. These documents are filed in the department office. Any change in work from home arrangements, job scope or responsibility will require the approval of the Supervisor and Head. This information will also be relayed to the Senior Manager, HR & Operations.

RESEARCH ACTIVITIES

Research activities are guided under approved Research Resumption Plans that includes safety and cleaning protocols. PIs (or their designate) will develop and post schedules for use of their lab space and/or offices. They will also maintain a SIGN IN and SIGN OUT schedule of those working on campus under their supervision. This is important for contact tracing purposes should that be needed.

VEHICLE USAGE/OCCUPANCY

Only one person is to ride in a vehicle, unless protocols for Research resumption plan are specified. Vehicles that are shared between members must be cleaned and sanitized after use. David Aquino as Departmental staff member in charge of FRM vehicle has procedure in place as needed. Laminated (washable) signs showing that the vehicle has been appropriately cleaned and is safe to use must be placed on the dashboard of the vehicle.

SHARED OFFICE/LAB SPACES

In instances where staff, graduate student or postdoc/research associate offices are too small to maintain physical distancing requirements, Faculty members/PIs will coordinate with the Administrative Manager to explore alternate space arrangements. If proper social distancing is impossible, masks must be worn.

COMMON SPACES

In common spaces such as copy room, cleaning/sanitizing supplies will be provided and signage has been posted as required. Members must disinfect and sanitize shared contact items as much as possible throughout the day. The maximum occupancy limits posted on doors must be observed. Elevators have been signed as appropriate.

COURSE BASED MASTERS PROGRAMS

Both the Masters of International Forestry (MIF) and Masters of Sustainable Forest Management (MSFM) are housed within the 2nd of the FSC, and will be running in some capacity with in person classes in 2020/21. While MSFM will likely be based in either MKRF or elsewhere on campus, training and education re Forestry policies will still be undertaken. Working closely with Assistant Dean Jorma Neuvonen (Professional Education and

International Collaboration) we will ensure CBM classrooms are used under social distancing restrictions and that all CBM students are provided with documentation and training around Departmental and faculty wide protocols. This will include virtual meetings with faculty and TA's, even if they are in the building, group work being undertaken virtually, and strict limits on number of people in designated and approved classrooms. Common CBM areas, if established, will have cleaning/sanitizing supplies available and signage posted as required. The maximum occupancy limits posted on doors must be observed. The MGEM program is entirely online and will have no in person contact throughout the year.

ILLNESS POLICY

In case of illness or self-isolation, supervisors should inform the Administrator who will update JOHSC.