



a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

The University of British Columbia
Faculty of Forestry
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Master of International Forestry (MIF) COVID-19 Safety Plan (Child Plan) based on the Faculty of Forestry's Workspace Safety Plan (Parent Plan), the Department of Forest Resources Management COVID-19 Workspace Safety Plan (Intermediate Plan)

1. Scope and Rationale for Program Opening

The University of British Columbia's Master of International Forestry (MIF) is an intensive, 10-month, course-based master's program that provides the knowledge, skills, and tools required to address the social, environmental, and economic challenges of global forest and natural resources management. Graduates from the International Forestry program at UBC are essential for implementing solutions to internationally high-risk climate, societal, environmental and public-health related problems, of which forests are central.

The program cannot be offered solely in an online format as the coursework includes real-world experience and hands-on experience in dealing with the complexity and fundamentals of natural resource management, stakeholder engagement and analysis, policy-making, decision-making science, sustainability science and transdisciplinary research. Graduates need the in-person experience to develop acute interpersonal skills including the emotional intelligence and empathy necessary for dealing in controversial topics and in challenging physical settings.

The program is scheduled to start on September 8th, 2020 and runs through UBC academic terms 1, 2 and the beginning of summer term. The program will have a maximum of 16 students, the majority of whom are international (80%).

2. Regulatory Context

This "Child Plan" for the MIF program follows all the Federal, Provincial (https://www2.gov.bc.ca/assets/gov/education/post-secondary-education/institution-resources-administration/aest_postsecgoforwardguidelines.pdf) and UBC specific COVID-19 guidelines. The plan is based on the Faculty of Forestry's Workspace Safety Plan (Parent Plan) and the Department of Forest Resources Management COVID-19 Workspace Safety Plan (Intermediate Plan). The plan does not include guidelines which have been already covered in these higher-level plans.

3. Student screening prior the program start

Before coming to the program, all students are required to check and report their health status 14 days prior (starting August 25) the program start, on a daily basis. They are required to fill a form daily on MIF Microsoft Teams site to report if they are exhibiting any symptoms of COVID-19 (a full and up-to date list of symptoms is found here: <https://www.healthlinkbc.ca/symptoms-covid-19>). If students exhibit any of these symptoms, they are required to take the COVID-19 test and send the test results to the Program Coordinator.



The students who will arrive to Vancouver internationally are required to have self-isolation plan upon arrival. They are only able to join our in-person activities once they have fulfilled the legal quarantine requirements. If students are unable to arrive on time, we are allowing virtual engagement in our program until they have completed their legal quarantine requirements and can join us in-person. The deadline for arrival is September 21, followed by the 14 day quarantine, for an in person start deadline of October 5th.

4. Student and Instructor screening during the program

- Students must check their health status each day before coming to class. Students experiencing any symptoms of COVID-19 (up to date list here: <https://www.healthlinkbc.ca/symptoms-covid-19>) must not come to class and are required to inform the MIF Program Coordinator immediately.
- Students temperatures will be checked daily using an infrared thermometer gun.
- Students displaying symptoms of COVID-19 during any scheduled field trips will be isolated from the group and will receive private transportation home and will remain isolated until they have been confirmed COVID-free by testing or have been symptom free for the length of time recommended by BCCDC.
- If other students have been in close contact with the student confirmed or presumed to have COVID-19, must also self-isolate as per provincial guidelines.
- Students displaying symptoms of COVID-19 must not come to classroom or for any field trips. They must remain at their place of residence until they have been confirmed COVID-free by testing or have been symptom free for the length of time recommended by BCCDC.
- Instructors must similarly check their health status before coming to teach the class and remain home if experiencing any symptoms of COVID-19.

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5. Spatial analysis and accommodations to maintain 2m distance

- The program will start on Tuesday, September 8th, with face to face interaction being held at Orchard Commons, (<https://learningspaces.ubc.ca/classrooms/orch-4074>). The students' chairs will be spaced out to maintain 2m distance and each student will have their designated seating. The room has a physical distancing capacity of 23
- At all times, the program coordinator and instructors will ensure that the students maintain the 2m distance.
- MIF room 2401 will hold students according to the spatial distance plan meeting the two metre requirements per the attached schematic. International forestry students will occupy the desks according to the assignments arranged by the director and coordinator (no hot-desking allowed, and priority will be given to students without adequate home learning environments – up to 4 MIF students, and 2 Doctoral IF students will occupy the MIF room.
- Teamwork spaces are provided in classrooms 1220 and 1222 at Forest Sciences Centre. Both rooms have normal capacity of 30. The rooms will be set-up to host only one 4-6 person team at the time to allow proper distancing. An online scheduling and sign-up system will be developed to ensure that teams will not cross over with other groups using these rooms. Weekly schedule, including all student



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names) will be submitted to the Program Coordinator and Dept. Administrator to allow for contact tracing in the event of any outbreak in the Forest Sciences Centre.

- Any meals that are consumed during MIF related trips or campus events will be organized such that the students bring their own meals and are prohibited from sharing.
- Both MIF students and course instructors for Fall Term must familiarize themselves with the COVID-19 Classroom Safety Plan for use of this classroom. <https://learningspaces.ubc.ca/covid-19-gts-classroom-safety-planning>
- Schedule should be submitted to program coordinator and dept administrator. This will allow for contact tracing in the event of any outbreak in FSC
- A field class exercise is organized at the Gavin Lake Camp in the Alex Fraser Research Forest for 4 nights (Oct 12-16). The program coordinators will ensure that the students maintain the 2m distancing while in field.
- Gavin Lake Camp manager, Mike Tudor ensures COVID distanced living arrangements at the camp with 20 cabins at the Gavin Lake Forestry Education Center, holding up to 100 people. We will allocate only one student per bunk bed, leaving one empty in between every occupied bunk. Each person will have their own bunk bed maintaining greater than 2m distancing. A maximum of 3 people per cabin will be allowed, with cabins normally accommodating 12 (6 bunks) leaving one bunk empty in between students.
- If field sites are not within walking distance we will use a charter bus with an appropriate capacity to maintain social distancing.
- The Gavin Lake Camp has 2 large, spacious central bathrooms with 4 showers in each mens and womens bathrooms. The students will need to limit occupancy of the bathrooms to properly distance themselves. All appropriate COVID occupancy and use signage has been installed. Signs have been installed on the doors to show the capacity and if in-use. Cleaning supplies will be in the bathrooms so that the students can clean them between each use. Camp managers will clean public use areas on a daily basis.
- The meals will be organized at the central dining facility. One pair of instructors, with one pair of students, will cook meals, using sterile nitrile gloves and masks, and will serve plates of food for diners to pick-up at the 2metre social distance requirement. Independent food prep will be allowed if there is adequate spacing and contact points are sterilized in-between use. The dining room has capacity to seat 100, all diners will eat at the required 2-meter distance.
- For the duration of the field trip, the UBC Alex Fraser Research station will be located nearby. We will have at least one vehicle ready to take any student to Vancouver, and for additional back-up will have someone from Williams Lake ready for us – contact details below in section 11. For high-priority COVID incidents we shall access the Williams Lake hospital and have emergency contacts for their ambulance services if necessary.
- The program coordinator and instructors are housed in the staff cabin. The cabin can sleep up to 6 people distanced, and has a bathroom with 1-person occupancy. Instructors will follow the same distancing rules as everyone else.
- Two single day-trips are scheduled, departing FSC during the normal semester; we will adhere to social distancing at all times during site visits (including transport). Students must bring their own food (and not share). Students will take precautions using any public restrooms. Sites below:



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- Squamish – where we will take an informational outdoors walk with forest & society local expert Eric Andersen. We will also meet outside the Squamish nation hall for a welcoming by the hereditary chief, and Jeff Fischer (head of the Squamish Nations forestry operations), we will always be outdoors, socially distanced, and using appropriate PPE.
- Whistler – where we will take a tour of the Squamish Nation's community forest and hold discussions outside about the forest stakeholders in the landscape. We will be outdoors, socially distanced, and using appropriate PPE.

6. Transportation

- A full-size (54 seater) school bus or charter bus will be used to transport MIF students to day-trip field visits, in accordance with distancing regulations.

7. Cleaning and hygiene

- Common, high touch surfaces (e.g. classroom tabletops, door handles, bathroom fixtures, van doors etc.) should be wiped regularly (at least twice per day) with disinfectant.
- Hand sanitizing station will be placed by the classroom entrance.

8. Personal Protective Equipment

- Students and Instructors are required to use facemasks and/or face shields in the classroom, during transportation in buses and in other situations when physical distancing requirements are not feasible.
- Students are asked to bring their own masks. However, limited number of masks are made available by the program in case someone misplaces their mask.
- Wearing mask should be combined with other important preventative measures such as frequent hand washing and physical distancing.

9. Signage

- Gavin Lake bathrooms will have signage of maximum occupancy (and active in-use signs)
- Orchard commons bathrooms and FSC bathrooms will have signage of maximum occupancy.
- There will be floor signs and decals in classrooms where people may need to line-up.
- Floor tapes and arrows will be placed in hallways where designated as one-way or two-way flow.
- Chair locations in the classroom will be marked with floor tapes.

10. Emergency Procedures

- The students presenting COVID-19 symptoms should report immediately to MIF Program Coordinator who will advise on required further actions (isolation, testing, support etc.).
- If there is confirmed positive incident, the Faculty and UBC Safety and Risk Services (SRS) will defer to government response protocols and rely on their direction.
- In case of mass COVID-19 infection (multiple students) during the course of the semester, classes will be postponed until complete recovery and tests of all MIF instructors and students return negative.



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11. Communication Strategy

- The Safety Plan will be emailed to students 3 weeks prior to orientation week (August 18th). The plan will be discussed on the MIF student Microsoft Teams account. Students will be informed about pre-screening and PPE requirements. Students will sign-off to confirm their understanding of the plans.
- Safety Plan Orientation session will be organized during the first day of orientation (September 8th) field camp and during first day of classes back in UBC campus.
- We shall retain documentation of all individual instructors and students:
 - Certificate of completion for UBC's Covid 19 training
 - FoF Training Worksheet
 - Signature/ acknowledgment of safety plans and compliance thereto
- The Safety Plan will be emailed to all instructors and the MIF Coordinator will remind instructors of important safety issues prior their involvement.
- During our field trip to Gavin Lake Camp (Oct12 -16th) we have 3 primary local contacts to help with any unforeseen incidents and to help with emergencies.
 - Rob Van Buskirk (acting manager of AFRS): (250) 706-2366
 - Vilbert Vabivamuloh (senior stewardship manager with the Northern Shuswap Tribal Council): +1 (780) 729-8156
 - Mike Tudor (manager Gavin Lake Camp): 1 (604) 629-9859

12. Feedback

- If MIF students or instructors have any concerns, feedback or suggestions regarding this safety plan, they should email MIF Coordinator or provide these anonymously and confidentially through any of the MIF Canvas course web-sites.