



Master of Sustainable Forest Management (MSFM) COVID-19 Safety Plan (Child Plan) based on the Faculty of Forestry's Workspace Safety Plan (Parent Plan), Malcolm Knapp Research Forest/Loon Lake Lodge & Retreat Centre Safety Plan (Intermediate Plan)

1. Scope and Rationale for Program Opening

The University of British Columbia's Master of Sustainable Forest Management (MSFM) is an intensive, 9-month, course-based master's program that prepares students for careers as professional forestland managers in North America and overseas. Professional forestland managers are essential for healthy, sustainable, and productive forests, on which the province of British Columbia and we depend.

The program cannot be offered solely in an online format as the coursework includes hands-on fieldwork and real-world experience in the fundamentals of land management, land information acquisition and analysis, site-level management and sustainable land management. The graduates need to get this hands-on expertise in order to obtain Registered Professional Forester (RPF) designation in British Columbia, approved by the Association of BC Forestry Professionals (ABCFP).

The program is scheduled to start on September 8th, 2020 and run both UBC academic terms 1 and 2. The program will have a maximum of 24 students, most of them domestic (80%).

2. Regulatory Context

This "Child Plan" for the Master of Sustainable Forest Management (MSFM) 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 Malcolm Knapp Research Forest/Loon Lake Lodge & Retreat Centre 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 MSFM Canvas site to report if they are exhibiting any symptoms of COVID-19 (Please check the symptoms at: <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. If the COVID-19 positive student cannot provide a negative test result before the MKRF field camp, they cannot join the field camp and will be deferred to the program in the following year.

The students who will arrive to Vancouver internationally are required to have self-isolation plan upon arrival and have to be in Canada 14 days prior the program start. This means that they have to arrive to Canada by



August 25th at latest. Arriving students will need to provide program coordinator evidence of their arrival date (scan of passport arrival stamp, boarding pass) and they will need to follow the provincial guidelines for self-isolation: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/self-isolation-on-return>

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 (<https://www.healthlinkbc.ca/symptoms-covid-19>) must not come to class and are required to inform the MSFM Program Coordinator immediately.
- Student displaying symptoms of COVID-19 during the MKRF period (Sept 8- Oct 2) will be moved to a separate bedroom (bedroom in northwest corner of Thunder Inn) that is reserved at the Loon Lake camp for isolation purposes. Student have to remain isolated until they have been confirmed COVID-free by testing or have been symptom free for the length of time recommended by BCCDC. In the event that more than one student start exhibiting symptoms, they will be transported to UBC campus to self-isolation rooms reserved for these purposes.
- 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 during the UBC campus period (October 2020-April 2021) must not come to classroom or for the scheduled field trips. They must remain at home/student housing 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.

5. Spatial analysis and accommodations to maintain 2m distance

- The MSFM program will follow the provincial guidelines for physical distancing at all times: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/colleges-universities>
- The program will start on Tuesday, September 8th, at the Malcolm Knapp Research Forest (MKRF) where the students will be housed in-residence for the first 25 days, until Friday October 2nd.
- The students cannot leave the Loon Lake Camp without Program Coordinator's permission. Non-compliance of this requirement will lead to student's dismissal from the program.
- No visitors to the students are allowed to MKRF
- The indoor classes at MKRF will be held at the Loon Lake Student Centre gymnasium, which is 15m x 15m with a high ceiling and good ventilation. The students' chairs will be spaced out to maintain 2m distance and each student will have their designated seating.
- Students will divided in teams of 4-5 persons (work pods) and they will remain in these teams for the entire MKRF field camp.
- Many field classes and exercises are organized near the Loon Lake Centre, within walking distance. The program coordinators will ensure that the students maintain the 2m distancing while in field.
- If field sites are not within walking distance they will use their personal vehicles and the program van at an appropriate capacity to maintain social distancing.



- The students will be housed at the Loon Lake Student Centre. The North Wing of the Centre has normal capacity of 34. COVID-19 plan limits the capacity to 10 students; each will have their own bunk bed to maintain the 2m distancing. The South Wing normal capacity is also 34; 14 students will be housed here, each in their own bunk bed. The room plans are detailed in the attachments 1 and 2.
- The Student Center has five bathrooms. Students can also use the two playing field bathrooms (with showers) just down the road. A total of 7 bathrooms with 12 showers for 24 people. The students will need to limit occupancy of the bathrooms to properly distance themselves. Depending on the bathroom, some can hold two people and others only one at a time. Signs will be installed on the doors to show the capacity. Cleaning supplies will be in the bathrooms so that the students can clean them between each use.
- The meals at MKRF are organized at the Loon Lake Bentley Dining Hall. The meal serving and dining hall safety protocols are covered in the Loon Lake Lodge & Retreat Centre safety plans. The students will be informed of these protocols during the first day orientation at MKRF. The Bentley Dining Hall is set up to seat no more than 50 inside and 20 outside in tables of maximum size of 6.
- The program coordinator and instructors are housed in Thunder Inn staff cabin. The cabin can sleep up to 5 people distanced, and has a bathroom with 1-person occupancy. Instructors will follow the same distancing rules as everyone else.
- The students will return to study at the UBC campus after October 2nd for the rest of the program (until April 2021). At UBC campus, the face-to-face lectures will be held at the Dempster Building classroom 110, which has the physical distancing capacity of 27 students (see attachment 3). Both MSFM students and course instructors for Fall Term will be asked to familiarize themselves with the COVID-19 Classroom Safety Plan for use of this classroom. <https://learningspaces.ubc.ca/covid-19-gts-classroom-safety-planning>
- 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 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

6. Transportation

- Many MSFM students will use their own vehicles to travel to MKRF and back to campus. Nine students informed that they do not have means to travel to MKRF. 20-person bus has been reserved to transport them, allowing proper distancing.
- When vehicles are needed for shorter fieldtrips at MKRF or elsewhere, students are allowed to use their own vehicles. The remaining students will be transported with the Faculty vans; one person per row to maintain physical distance. 20 or 54 seat school buses will be used for longer fieldtrips.

7. Cleaning and hygiene

- Cleaning schedules at the Loon Lake camp will be generated by the program coordinator and the Loon Lake staff. These schedules cover classroom, accommodation spaces and bathrooms. Students will participate in these activities as required. Bathrooms should be cleaned at least twice a day.



- 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.
- Each work-pod/team will have their designated field tools which need to be sanitized after each use
- Students can wash their clothes with the washer-dryer in the Thunder Inn building. There is separate entrance to these facilities. Students can sign and schedule to use it in the evenings.

8. Personal Protective Equipment

- Students and Instructors are required to use facemasks in the classroom, during transportation in Faculty vans and 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

- MKRF bathrooms will have signage of maximum occupancy.
- There will be floor signs and decals in locations at MKRF and campus 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 MSFM Program Coordinator who will advise on required further actions (isolation, testing 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 MKRF field camp, the camp will be discontinued and re-scheduled in later time.
- All of the MKRF staff have Level 1 First Aid and Loon Lake Camp Manager is a JI trained First Responder if needed in an emergency. In emergency, students need to call 911; Loon Lake camp is about 30 minutes from the hospital.

11. Communication Strategy

- MSFM child plan, MKRF intermediate plan and the Parent Faculty of Forestry Plan will be posted on the MSFM Canvas-site. Students will need to read and confirm understanding of these safety plans
- The plans will be discussed during the meeting and students will be informed about pre-screening and PPE requirements.



a place of mind
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- Before program start on Sept 8th, the students are required to provide Program Coordinator the certificate of completion for UBC's Covid-19 training, Faculty of Forestry Training Worksheet and signing statement of acknowledgment and understanding of safety plans and compliance thereto.
- Safety Plan Orientation session will be organized during the first day of MKRF field camp and during first day of classes back in UBC campus.
- The Safety Plan will be emailed to all instructors and the MSFM Coordinator will remind instructors of important safety issues prior their involvement.

12. Feedback

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