



Work Camps

Protecting Yourself and Others

- Practice physical distancing by staying more than 2 metres (6 feet) apart from others.
- Continue to follow all safe work procedures. If it is unsafe to work, talk to your supervisor, health and safety committee or representative, and/or union.
- Wash your hands at the start of your shift, before eating or drinking, after touching shared items, after using the washroom, and before leaving work areas. Remove jewellery while washing.
- Wear gloves and do not touch your face.
- Do not share personal items such as communication devices, cigarettes, vaping equipment, clothing, grooming products, or towels.
- Do not share personal protective equipment that is intended for your use only.
- Only wear reusable personal protective equipment after it has been cleaned and sanitized between users.
- Do not spit on-site.
- Remove and wash your work clothes as soon as you arrive to your room. Take a shower at the end of your shift.

If You Have COVID-19 Symptoms

If you have a cough, fever, sore throat, difficulty breathing or any other screening criteria:

- Immediately self-isolate in a separate space or designated area, with your own bathroom if possible.
- Immediately notify your supervisor or most appropriate contact, who will:
 - Notify their public health agency for further assessment and guidance.
 - Call 911 or emergency services if symptoms are life threatening.
 - Arrange for food and other essential items to be delivered to you, with appropriate precautions for delivery and pick up of items.

Transportation

- Assess workers for symptoms before they use group transportation such as a bus or plane to get to and from the work camp.
- Anyone that is symptomatic should not use group transportation. Consider alternative transportation arrangements for individuals with symptoms.
- Make every effort to keep workers with symptoms at home. Workers with risk factors in the past 14 days, or those who have had contact with someone who is sick or has travelled, should also stay at home.
- Consult your public health agency to determine the best approach for getting symptomatic individuals to a safe setting without putting others at risk.



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Sanitation

- Provide access to hand washing stations or hand sanitizer dispensers in prominent locations throughout the site. If hands are visibly dirty, they must be washed with soap and water.
- Clean offices, washrooms, lunchrooms, trailers, workspaces, and other shared spaces at least once a day. Focus on commonly touched surfaces such as pens, tools, radios, vending machines, tables, chairs, handles, handrails, kettles, microwaves, light switches, sink taps, etc.
- Use household disinfectants, or a mixture of 5 mL of bleach (5% sodium hypochlorite) and 250 mL of water. Make sure the solution is in contact with the surface for 1 minute.
- Clean shared tools, phones, and tablets with alcohol or disinfectant wipes, or wear gloves if cleaning is not practical.
- If someone experiencing symptoms has left camp, thoroughly clean their bunk area. Wash their towels, sheets and clothing separately, as soon as possible.
- Assign one driver/operator per vehicle if possible, and clean vehicles between users (steering wheel, gear shift, controls, interior and exterior door handles, etc.).

Site Management

- Adjust production outputs and schedules to reflect any necessary changes.
- Upon arrival each day, check-in and assess all workers using screening criteria. Isolate any person with symptoms and conduct a further assessment.
- Minimize contact during sign-in. Have the supervisor sign in for people (or provide separate pens), or have people text the supervisor. Clean any sign-in devices between users.
- Submit hazard assessments and documents electronically, or wash hands after handling papers.
- Stagger meetings, breaks, tool cribs, safety toolbox talks, and orientations to minimize the number of workers in one place.
- Control site movement to reduce gathering at hoists, washrooms and other high traffic areas.
- Designate travel paths so workers do not have to pass each other closely (e.g., one set of stairs for up, another for down) or have workers call out before entering a shared space.
- Limit sharing of equipment where possible, and clean or sanitize between users.
- Hold meetings in an outside or large space to allow for physical distancing of at least 2 metres (6 feet) between people.
- Hold verbal orientations to avoid touching papers.

Crew Management

- Provide daily reminders and education to all staff about COVID-19 prevention, signs and symptoms.
- Maintain physical distancing, unless unsafe otherwise to do so.
- Keep crews together so that they are comfortable working in closer proximity when absolutely necessary.
- Provide personal protective equipment (PPE) such as a respirator, face shield, gloves, and long-sleeved shirts, if appropriate and available. Train workers on how to work with and care for PPE, and to understand its limitations.
- Discuss with crews how to perform work safely while maintaining distance.
- Make sure workers are trained to work safely before replacing the duties of others.
- Evaluate work rotations and schedules to limit worker interaction.
- If there are fewer workers at a given time in an area, make sure trained supervision, first aid, and fire/safety watch persons are present.



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Additional Recommendations

- Each person should have their own room, if possible.
- Make sure all sleeping areas, cafeterias, washrooms, and other shared areas have adequate ventilation and are cleaned, at minimum, between personnel changes. Ideally, cleaning should be done daily by the occupant.
- Wash sheets and clothing frequently.
- Use safe food handling practices to reduce handling of shared food and utensils (e.g., do not use self-serve buffets, have servers dish food, etc.).
- Use physical distancing strategies for all common areas. Consider closing non-essential common areas, if practical.

Provide mental health support to all workers, including access to an employee assistance program (EAP) if available.



This tip sheet was developed in collaboration with the Saskatchewan Mining Association <http://saskmining.ca/>

For further information on COVID-19, refer to the Public Health Agency of Canada <https://www.canada.ca/coronavirus>

Note that this guidance is just some of the adjustments organizations can make during a pandemic. Adapt this list by adding your own good practices and policies to meet your organization's specific needs.