

# Things to Consider: Reviewing your COVID-19 Safety Plan

As our knowledge of the COVID-19 virus grows, we need to review our COVID-19 Safety Plan to ensure that it remains effective and relevant to protect our workplaces and communities.

✓	<b>Use this checklist as a guide to help strengthen <u>your plan</u>.</b>
	<b>Review your <a href="#">COVID-19 risk assessment</a> to consider the impact of:</b>  Changes in the number of people working, and/or working shifts  Rate of transmission in your regional health area (i.e. Vancouver Coastal Health, Fraser Health, Interior Health etc.)  Effectiveness of your <a href="#">COVID-19 control measures</a>
	<b>Review all COVID-19 related policies/procedures to reflect current conditions (<a href="#">Public Health Orders</a>) and growing knowledge of the virus.</b>  <b>Consider potential changes to reduce transmission in these areas:</b>  <a href="#">Type of mask requirement</a>  <a href="#">Visitor/contractor policy</a>  <a href="#">Active in-person screening</a>  <a href="#">Safety practices for small office spaces, break rooms and kitchens</a>  Travelling for business ( <a href="#">in and out of Vancouver Coastal Health and Fraser Health regions</a> )  Limiting travelling in between company owned facilities/sites  <a href="#">Adequate ventilation</a>
	<b>Confirm that all employees have been <a href="#">trained</a> (i.e. toolbox talks) on related COVID-19 policies/procedures, including new workers.</b>
	<b>Assess communication is timely and adequate to ensure proper awareness of the hazard, the level of risk to workers and what control measures are in place.</b>
	<b>Verify COVID-19 safety measures are being practiced in the workplace, via <a href="#">workplace inspections</a>.</b>  <i>Examples of COVID-19 safety measures include cleaning and hygiene practices, barriers/screens, personal protective equipment, etc.</i>
	<b>Assess your inventory for COVID-19 related safety measures to ensure upkeep of the COVID-19 Safety Plan (masks, sanitizer, wipes, cleaning products, etc.).</b>
	<b>Ensure mental health support strategies to assist workers are present and communicated to all, to build resilience in your workplace.</b>
	<b>Ensure that senior management is involved in reviewing your COVID-19 Safety Plan and any revisions.</b>
	<b>Consult with your <a href="#">Joint Health and Safety Committee</a> to incorporate additional recommendations and employee feedback into your plan.</b>

\* For further guidance on reviewing your COVID-19 Safety Plan, refer to WorkSafeBC's document [Reviewing and updating your COVID-19 safety plan: A guide for employers](#)