

COVID-19 Safe Work Practices for Damage Assessors and Coordinators

This document provides advice and key resources to help reduce the risk and spread of COVID-19 on work sites, as well as into communities while conducting Rapid Damage Assessment. Information is current at the time of publication. *Please consult the BC Centre for Disease Control and WorkSafe BC for the latest information.*

Assessor Responsibilities:

- Assessors must complete a [self-assessment tool](#) prior to activation, at the start and end of each shift, and upon returning home from deployment.
- Do not deploy if you feel unwell or if you are symptomatic or if you've recently been in close contact with a symptomatic person.
- Any suspected exposure should be reported to the Coordinator immediately while ensuring physical distancing of 2 metres (e.g., reporting by phone).
- Restock your "Grab & Go" kit, and ensure it includes hand soap, hand sanitizer, gloves and N-95 masks.
- All Assessors should follow the recommended 14-day self-isolation after travel (if international travel is involved).
- Greet others with a smile, but no handshakes or hugs, maintaining at least 2 metres separation whenever possible.
- Where it is not possible to provide personal tools, the shared tools and equipment must be wiped down and cleaned with a disinfecting agent such as disposable wipes or a diluted bleach solution between uses by different Assessors.

Coordinator Responsibilities:

Coordinators are encouraged to conduct a workplace risk assessment that includes reducing the number of social interactions amongst workers and Coordinators and nearby communities, physical distancing or enhancing protection via masks where physical distancing is not practical, good hygiene practices, and cleaning and disinfecting high touch point areas at the start and end of each day.

Take practical steps to ensure physical distancing is maintained in the following areas:

- while being transported from home to the workplace and between work locations;
- while working;
- during breaks or while in communal spaces, or at any other time where Assessors may gather;
- during off-duty hours, Assessors must continue to practice physical distancing; and
- during all group activities including site meetings shall be held in open spaces or outside.

Training and Briefings:

Training may be conducted at the discretion of the Local or First Nations' Government. EMBC recommends that teams who choose to continue training limit the size of the session, consider online training alternatives and observe physical distancing as recommended by the Provincial Health Officer.

As part of the daily briefing, Assessors will be reminded of measures to prevent infection and transmission:

- Hand washing
- Sneeze or cough into your sleeve
- Avoid touching your face

- Practice physical distancing (a minimum of 2 metres/6.56 feet)
- Posters or printed reminders should be displayed at entrances, washrooms and kitchen facilities
- Increase hand sanitizer supplies in high touchpoint areas and public counters where soap and water are not readily available

Travel, Accommodations and Meals:

- In situations where Assessors are required to travel together in vehicles to the work site, they will travel in a designated vehicle for their work “pod” or crew.
- The Coordinator must keep a record of which individuals are working in teams (i.e. close proximity) and should be maintained in the same accommodation facility such as motels.
- Workers should NOT be reassigned between work pods. When there is an urgent and unavoidable need to reassign workers to another work pod the Coordinator will undertake a risk analysis to determine the impact of the reassignment on the risk of transmission of COVID-19, prior to making the decision.
- Any Assessors that show signs of being ill or require isolation must be immediately moved into separate facilities, otherwise all Assessors in the residence would have to be placed in isolation.
- Stagger mealtimes where practical and minimize people using shared spaces.
- At the start of each working day and throughout the day, drivers clean and disinfect frequently touched surfaces in the vehicles using an alcohol-based cleaner or disinfecting wipes/spray and paper towel; if these are unavailable, use soap and water.

Physical Distancing and local Communities

- Traveling to a grocery store, restaurant or other necessary public establishment should be limited to one person per group who will also buy food and essentials for others.
- Reminders to regularly wash hands, practice coughing etiquette, maintain physical distancing in the community and avoid congregating in social settings or community settings should be posted in common work areas.

View the following websites for additional resources, recommendations and guides:

[BC Centre for Disease Control](#)

[WorkSafeBC](#)