Pandemic Influenza Exposure Control Plan

Health Hazards of Pandemic Influenza

The effects of pandemic influenza are expected to be much more severe than for seasonal influenza because most people will not have any immunity to the virus.

Symptoms

Seasonal flu affects people to varying degrees, with symptoms including headache, fever, fatigue, sore throat, and runny nose. In some cases, secondary infections such as pneumonia may develop. The symptoms of COVID-19 are similar to other respiratory illnesses, including the flu and common cold. They include cough, sneezing, fever, sore throat and difficulty breathing.

As per BC Health Authority, symptoms include fever, chills, cough or worsening of chronic cough, shortness of breath, sore throat runny nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, muscle aches. While less common symptoms can also include: stuffy nose, conjunctivitis (pink eye), dizziness, confusion, abdominal pain, skin rashes or discoloration of fingers or toes.

Transmission

The BC Center for Disease Control advises that influenza is communicable for 24 hours before the onset of symptoms and could be as long as two weeks later (this may be longer in some children and some adults). Pandemic influenza is spread in the same way that seasonal influenza is spread. Exposure to the virus may occur in a variety of ways, including the following:

- Shaking hands with an infected person or touching a surface contaminated with the virus, followed by touching one's eyes, nose, or mouth
- Infectious droplets (from a coughing or sneezing person) landing in the eye or onto the moist inner surfaces of the nose or mouth
- Breathing infectious airborne droplets or particles from coughing, sneezing infected patients
- Sharing food items or utensils with an infected person

Statement of Purpose

Savona Specialty Plywood is committed to providing a safe and healthy workplace. A combination of measures will be used to minimize worker exposure to pandemic influenza, including the most effective control technologies available. Our work procedures will protect not only our workers, but also other workers who enter our facilities. All employees must follow the procedures outlined in this plan to prevent or reduce exposure to pandemic influenza.

Responsibilities

Employer Responsibilities

- Ensure that the materials (for example, gloves, alcohol-based hand rubs, and washing facilities) and other resources required to implement and maintain the plan are readily available where and when they are required.
- Select, implement, and document the appropriate site-specific control measures.
- Ensure supervisors and workers are educated and trained to an acceptable level of competency.
- Ensure workers use appropriate personal protective equipment (PPE) — for example, gloves, gowns, eye protection, and respirators.

- Conduct a periodic review of the plan's effectiveness. This includes a review of the available control technologies to ensure that these are selected and used when practical.
- Maintain records of training and inspections.
- Ensure a copy of the exposure control plan is available to workers.

Supervisor Responsibilities
- Ensure workers are adequately instructed on the controls for the hazards at the location.
- Ensure workers use proper respirators, they have been fit tested, and the results are recorded.
- Direct work in a manner that eliminates or minimizes the risk to workers.

Worker Responsibilities
- Know the hazards of workplace.
- Follow established work procedures
- Use any required PPE as instructed.
- Report any unsafe conditions or acts to the supervisor.
- Know how and when to report exposure incidents.

Risk Identification and Assessment

Three primary routes of transmission are anticipated for pandemic influenza, all of which need to be controlled. These include contact, droplet, and airborne transmission.

Contact Transmission, both direct and indirect
Direct contact involves skin-to-skin contact, such as an emergency response activity that requires direct personal contact. Indirect contact involves a worker touching a contaminated intermediate object such as a table, doorknob, telephone, or computer keyboard, and then touching the eyes, nose, or mouth. Contact transmission is important to consider because influenza viruses can persist for minutes on hands and hours on surfaces.

Droplet Transmission
Large droplets may be generated when an infected person coughs or sneezes. Droplets travel a short distance through the air, and can be deposited on inanimate surfaces or in the eyes, nose, or mouth.

Airborne Transmission
Airborne (inhalable) particles can be generated from coughs and sneezes.

Coughs and sneezes produce both large droplets and smaller airborne particles. The smaller particles remain suspended in air for longer periods, and can be inhaled. The large droplets can also evaporate quickly to form additional inhalable particles. As the distance from the person coughing or sneezing increases, the risk of infection from airborne exposure is reduced; but it can still be a concern in smaller, enclosed areas, especially where there is limited ventilation. As the number of infected people in a room increases, the risk of infection can increase.

The following risk assessment table is adapted from Regulation Guideline G6.34-6. Using this guideline as a reference, we have determined that the risk level of our workers is moderate to low. Workers are in an environment that has little contact with the general public. However, they may be handling potentially contaminated objects.

First Aid Attendants are required to follow the *Exposure Control Plan for Infectious Disease for Occupational First Aid Attendants (OFFAs)*.

	Low Risk	Moderate Risk	High Risk
	Workers who typically have no contact with people infected with pandemic influenza	Workers who may be exposed to infected people from time to time in relatively large, well ventilated workspaces	Workers who may have contact with infected patients or with infected people in small, poorly ventilated workspaces.
Hand hygiene	Yes (washing with soap and water, using an alcohol based hand rub, or using hand wipes that contain effective disinfectant)	Yes (washing with soap and water, using an alcohol based hand rub, or using hand wipes that contain effective disinfectant)	Yes (washing with soap and water, using an alcohol based hand rub, or using hand wipes that contain effective disinfectant)
Disposable gloves	Not required	Not required (unless handling contaminated objects on a regular basis)	Yes, in some cases (for example, when working directly with pandemic influenza patients)
Aprons, gowns, or similar body protection	Not required	Not required	Yes, in some cases (for example, when working directly with pandemic influenza patients)
Eye protection – goggles or faces shield	Not required	Not required	Yes, in some cases (for example, when working directly with pandemic influenza patients)
Airway protection – respirators	Yes (face covering over nose and mouth) Required in all indoor common areas.	Yes (face covering over nose and mouth) Required in all indoor common areas.	Yes (face covering over nose and mouth) Required in all indoor common areas.

Risk Control

The Regulation requires employers to implement infectious disease controls in the following order of preference:

1. Elimination
2. Engineering controls
3. Administrative controls
4. Personal protective equipment (PPE)

1. Elimination

- If workers are ill with influenza, they must stay home. If they develop symptoms of influenza while at work, they must leave the workplace immediately. They will inform their Supervisor when leaving the site.
- Workers must contact 811 and follow their recommendations. All workers will remain in contact, via telephone, with the Production Superintendent and HR.
- If testing is recommended, workers must self-isolate while waiting for test results to avoid potentially spreading the illness to others. Workers must provide a copy of the Covid-19 test results to SSP before returning to the site.
- If a person tests negative and continues to have symptoms, they will remain off work until such time as the symptoms are gone.
- Anyone under the direction of the provincial health officer to self-isolate must follow those instructions.
- Anyone who has arrived from outside of Canada must self-isolate for 14 days and monitor for symptoms.

2. Engineering Controls

It is not necessary to implement engineering controls in our workplace because the risk of exposure can be controlled using elimination controls (i.e. workers who develop symptoms of influenza instructed to remain at home) administrative controls (i.e. hand-washing and cough/sneeze etiquette, etc) and PPE controls (respirators/masks).

3. Administrative Controls

- Workers will remain in their designated area for their shift - no job rotation away from their stations. Spreaders can rotate amongst themselves. Only areas to be relieved during breaks are MDO press and lay up line. No other job centers will be relieved.
- Restrict the number of employees at work centers to ensure social distancing maintained. Six-foot floor marks have been made at the spreaders. Protection has been provided if unable to keep the distance.
- Staggered breaks have been mandated to eliminate close contact in lunchrooms. Extra chairs have been removed.
- Forklift Operators are required to keep their distance from truck drivers.
- Number of visitors and vendors on site has been restricted. Notices posted on doors - only allowed in the building if previously approved by management.
- Reduced the number of attendees at in-person meetings. Meetings are held in larger facility, including the lakeshore boardroom and outdoors when possible.

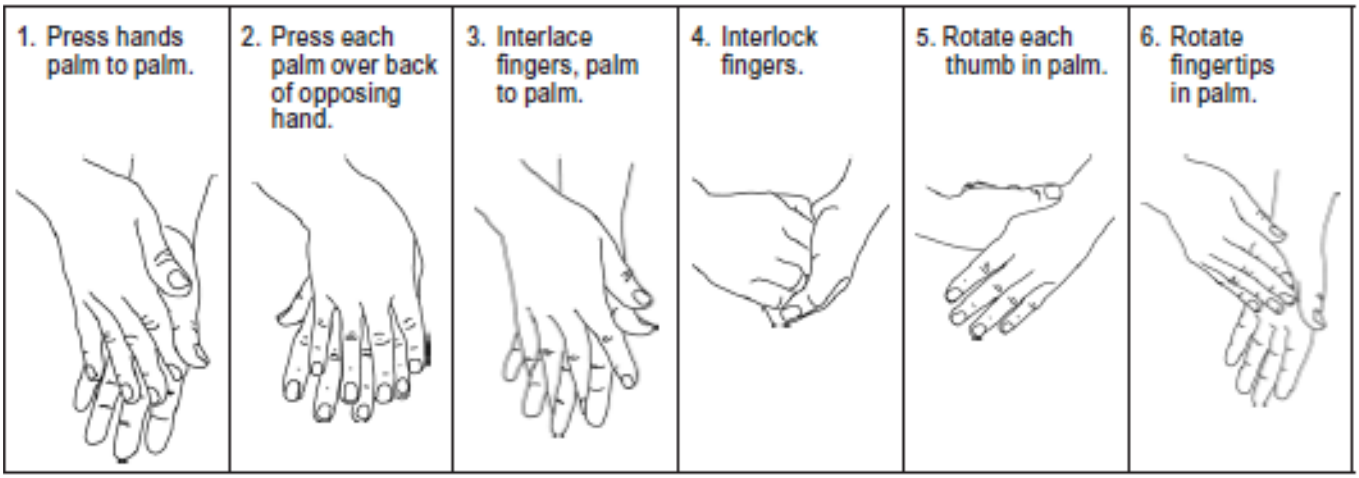
Hand Washing

Hand washing is one of the best ways to minimize the risk of infection. Proper hand washing helps prevent the transfer of infectious material from the hands to other parts of the body — particularly the eyes, nose and mouth or to other surfaces that touched.

Wash your hands immediately:

- After leaving a work area
- After handling materials that may be contaminated
- Before eating, drinking, smoking, handling contact lenses, or applying makeup

Hand washing procedure



Use soap and warm running water. (It doesn't have to be hot to do the job.)

Cough/Sneeze Etiquette

Workers are expected to follow cough/sneeze etiquette, which is a combination of measures that minimizes the transmission of diseases via droplet or airborne routes. Cough/sneeze etiquette includes the following components:

- Educate workers in control measures, including hand washing.
- Post signs at entry points to instruct everyone about control measures.
- Cover your mouth and nose with a sleeve or tissue when coughing or sneezing.
- Use tissues to contain secretions, and dispose of them promptly in a waste container.
- Turn your head away from others when coughing or sneezing.
- Wash hands regularly.

Cleaning Protocols

- Extra cleaning of surfaces, i.e. tables, handles, microwaves, etc is being done twice per shift. Supervisor assigns a worker from each shift.
- Electricians will clean control consoles twice per shift.
- Increased janitorial services to 40 hours per week.
- Mobile equipment pre operation includes wiping down steering wheel, controls, etc.

4. Personal Protection Equipment

The following positions are required to wear NIOSH approved half face-piece masks with P100 filters that provide respiration protection from formaldehyde.

- Load Painter
- Gluemixer
- Clean Up - during air hose use; using dryer degreaser foam; removing pigeon fecal matter
- Veneer Scarfer Operator - in the glue/slurry storage area
- HDO/MDO press operating positions
- Forklift Operators and Production workers when veneer mould's risk rating is `1' or greater.
- Dryer teams who have compromised immune systems or mould allergies.

Workers unable to maintain a three-meter physical distance are required to wear masks. Workers must be clean shaven to maintain an effective seal with the half-mask respirators.

Worker Training

Our workers will receive training in the following:

- The risk of exposure to pandemic influenza, and the signs and symptoms of the disease
- Safe work procedures to be followed, including hand washing and cough/sneeze etiquette
- How to seek first aid
- How to report an exposure to or symptoms of pandemic influenza

Health Monitoring

- Guidance on isolation and self-management from the BC CDC website can be found online at: http://www.bccdc.ca/health-info/diseases-conditions/covid-19/if-you-have-covid-19
- Any person who is experiencing flu-like symptoms will not be permitted access to our site. As per BC Health Authority, symptoms include fever, chills, cough or worsening of chronic cough, shortness of breath, sore throat, runny nose, loss of sense of smell or taste, headache, fatigue, diarrhea, loss of appetite, nausea and vomiting, muscle aches. While less common symptoms can also include: stuffy nose, conjunctivitis (pink eye), dizziness, confusion, abdominal pain, skin rashes or discoloration of fingers or toes.

- If any person on site has a cold, flu or Covid-19 like symptoms they must stay home. If they develop cold, flu or Covid-19 symptoms while at work, they must leave the workplace immediately. They will inform their Supervisor prior to leaving the work site.
- Workers must contact 811 and follow their recommendations. All workers will remain in contact, via telephone, with the Production Superintendent and HR.
- If testing is recommended, workers must self-isolate while waiting for test results to avoid potentially spreading the illness to others. Workers must provide a copy of the Covid-19 test results to SSP before returning to the site.
- If a person tests negative and continues to have symptoms, they will remain off work until such time as the symptoms are gone.
- If you are diagnosed with Covid-19, BC Public Health will provide instructions on how to self-isolate and for how long. SSP will communicate positive results to the crew and any others that may have come in contact with the worker we are aware of.

Ventilation

Savona Specialty Plywood will ensure that the ventilation systems will be maintained at a frequency that prevents the potential for hazards to develop.

Vaccinations

Savona Specialty Plywood will support employees who wish to receive COVID-19 vaccinations to provide an added layer of protection against the virus. Employees who decide to receive a COVID-19 vaccination must inform their supervisor of their appointment and are required to provide evidence of attending the COVID-19 vaccination appointment to receive compensation. SSP will compensate employees with up to 3-hours of paid leave to attend COVID-19 vaccination appointments.

Recordkeeping

Savona Specialty Plywood will keep records of instruction and training provided to workers regarding pandemic influenza, as well as exposure reports and first aid records.

Annual Review

We will review the exposure control plan as necessary, in consultation with the Joint Health and Safety Committee.