The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

A revised version of the *Workers Compensation Act* took effect on April 6, 2020. The B.C. government’s revisions aim to make the Act easier to read and understand, and to reorganize the numbering to make laws easier to find. The revisions make no changes to B.C.’s laws concerning workers’ compensation, occupational health and safety, and employers’ assessment premiums. Please be aware there may be a transitional period where correspondence from WorkSafeBC may include references to either the previous Act or the revised Act. For more information, visit www.worksafebc.com/WCA2019 or call the Prevention Information Line at 604.276.3100, or toll free within BC at 1.888.621.7233 (SAFE).

### Inspection Report #202014521096A

<table>
<thead>
<tr>
<th>Employer Name</th>
<th>Jobsite Inspected</th>
<th>Scope of Inspection</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIMON FRASER UNIVERSITY</td>
<td>8888 UNIVERSITY DR</td>
<td>COVID-19 Inspection</td>
</tr>
<tr>
<td></td>
<td>BURNABY BC</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Burnaby BC V5A 1S6</td>
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<table>
<thead>
<tr>
<th>Date of Initiating Inspection</th>
<th>Date of This Inspection</th>
<th>Delivery Date of This Report</th>
<th>Delivery Method</th>
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<tbody>
<tr>
<td>May 12, 2020</td>
<td>May 12, 2020</td>
<td>May 12, 2020</td>
<td>Email</td>
</tr>
</tbody>
</table>

**THERE ARE ZERO (0) ORDERS OR OTHER ITEMS OUTSTANDING**

**ACTION MAY STILL BE NECESSARY TO ENSURE COMPLIANCE**

**PLEASE READ FULL REPORT**
INSPECTION NOTES

This inspection was conducted by telephone on May 12, 2020 for the purpose of reviewing this employer's response to the current COVID-19 pandemic in relation to worker health and safety at this workplace.

This business is deemed by the BC Provincial Health Officer (PHO) as an "Essential Service". This employer is reminded that essential services must follow the orders and guidance provided by the PHO to ensure safe operations and reduce the risk of transmission of COVID-19.

Information:

COVID-19 is an infectious disease that spreads primarily through contact with an infected person when they cough or sneeze or when a person touches a surface or object that has the virus on it and then touches their eyes, nose or mouth. Common symptoms include fever, cough, sore throat, and sneezing and may take up to 14 days to appear after exposure to COVID-19.

The purpose of this inspection is to review this employer's response to the current COVID-19 pandemic in relation to worker health and safety at this workplace.

Measures for COVID-19 are in flux and as such guidance from public health officials may change on a daily if not hourly basis. Employers will need to readily adopt proactive risk management strategies to minimize the potential for contracting COVID-19 in the workplace.

Following the recommendations of the BC Provincial Health Officer, employers should consider the following when establishing policies and procedures to reduce the spread of COVID-19 in the workplace, and to ensure these are communicated and understood by their workers:

1. Plan work to allow for physical distancing (workers spaced at least 2 metres apart)
   - If practicable, arrange the workplace to maintain appropriate distance between workers. Where there is not sufficient distance, physical barriers may be used, such as doors, cubicle walls or plexiglass screens/enclosures.
   - Actively promote physical distancing.
   - Where possible avoid non-essential face to face interactions. Use phones, video conferencing, or other technologies to reduce personal contact.

2. Provide sufficient soap and water or hand sanitizers and post the locations to encourage workers to wash their hands frequently.
   - Actively promote handwashing and personal hygiene like coughing into your elbow and sneezing into a tissue and washing hands.
   - OHSR 4.85 Washroom facilities outlines regulatory requirements.

3. WorkSafeBC is not requiring workers to wear masks when they cannot maintain physical distancing, but it is an option for employers to consider as part of their preventative measures for their workplace within the hierarchy of controls. If employers provide masks to workers, ensure that workers are informed of the following:
   - the limitations of wearing cloth facial coverings and that it may not be safe for all workers, such as those with other respiratory issues. Non-medical masks do not protect the wearer from the virus since they are not meant to form a tight seal to the face, but can reduce the spread of his or her own respiratory droplets.
   - that the masks need to be kept clean and dry (i.e., masks become less effective if wet/damp);
   - the safe use of wearing any facial mask, such as cleaning and laundering, safe donning and doffing practices, and washing hands before and after putting it on;
   - the importance of continuing with the good hygiene along with wearing a mask (e.g., handwashing, sneeze/cough etiquette, and not touching eyes, nose and mouth), and public health measures (e.g., physical distancing, staying at home as much as possible).

4. Enhance cleaning and disinfecting of the workplace, particularly high contact items such as handrails, doorknobs,
shared tools or equipment and washroom facilities. It is not known how long the virus causing COVID-19 lives on surfaces, however there is some evidence that it can live on certain objects for a few hours to days.

- Provide necessary cleaning products and items to maintain a clean and safe workplace.
- Create cleaning protocols and procedures and increase frequency for cleaning activities.
- Ensure contaminated cleaning items are disposed of responsibly.

5. Workers who are displaying symptoms must go home and self-isolate. Note, returning travellers from anywhere outside of Canada (including the US) must follow current quarantine and public health law requirements upon returning to Canada.

- Communicate COVID-19 signs and symptoms to workers.
- Workers who test positive for COVID-19 are to self-isolate and follow current public health authority instructions.

It is to be noted that:

- Workers are to use personal protective equipment as required by the OHSR.
- Workers in B.C. have the right to refuse unsafe work if they believe it presents an undue hazard. WorkSafeBC Guideline - G3.12 "Refusal of unsafe work" provides information about work refusals, including a flowchart illustrating the right to refuse process. Employers must immediately investigate reports of unsafe work and ensure that any necessary corrective action is taken without delay.
- Mental health is just as important as physical health and to take measures to support mental well-being. Workers in the workplace may also be affected by the anxiety and uncertainty created by the COVID-19 situation. See Available Resources.

Summary of Inspection:

I spoke with the Director, Occupational Health & Construction Safety who reported that the employer is taking the following steps to ensure worker health and safety during the current COVID-19 pandemic:

- where possible, staff are working remotely
- some services are essential in campus operations, these include IT, Facilities Services, Security Services, Residence Services, Health Services and some food services
- safe work procedures have been established for the departments currently working on campus that include physical distancing, personal protective equipment (PPE), limiting or restricting some work activities, and following the direction of the BC Public Health Officer
- where physical distancing is not practicable for some tasks, site and task specific procedures are developed prior to starting
- some shifts have been staggered to accommodate requirements for physical distancing
- classes are being conducted "virtually" and classes requiring on-campus learning have been suspended
- SFU is working on plans to extend virtual classes for classes resuming in September and to have some on-campus classroom sessions where virtual learning is not practicable such as laboratory components
- front line workers, including health practitioners such as physicians, nurses, counselors, public safety/first aid personnel, wear N95 respirators for which they have been fit tested
- cleaning frequency has increased, including "high touch" surfaces
- workers who may experience cough, cold, or illness are instructed to stay home and self-isolate for 14 days.

Available COVID-19 Resources:

- BC Centre for Disease Control: http://www.bccdc.ca/health-info/diseases-conditions/covid-19
- HealthLink BC: https://www.healthlinkbc.ca/
- Government of BC Managing COVID-19 Stress, Anxiety & Depression: https://www2.gov.bc.ca/gov/content/health/managing-your-health/mental-health-substance-use/managing-covid-stress

For more information on Occupational Health and Safety, please visit www.worksafebc.com. If there are any questions regarding this inspection report, please contact:

Catherine Hunchak
REFERENCES

In addition to any orders, or other items, and the information provided in the Inspection Notes section in this Inspection Report, the officer may discuss other health and safety issues with the employer arising out of the inspection. The information below sets out the health and safety requirements discussed with the employer, and unless otherwise noted, violations of these requirements were not observed.

<table>
<thead>
<tr>
<th>Reference</th>
<th>Details Discussed</th>
</tr>
</thead>
<tbody>
<tr>
<td>WCA21(1)(a)</td>
<td>Every employer must ensure the health and safety of all workers working for that employer, and any other workers present at a workplace at which that employer’s work is being carried out.</td>
</tr>
<tr>
<td>OHS4.85(1)</td>
<td>Except as provided by subsection (2), the employer must ensure that a sufficient number of plumbed washroom facilities are readily available for workers.</td>
</tr>
<tr>
<td>OHS3.12(1)</td>
<td>A person must not carry out or cause to be carried out any work process or operate or cause to be operated any tool, appliance or equipment if that person has reasonable cause to believe that to do so would create an undue hazard to the health and safety of any person.</td>
</tr>
<tr>
<td>OHS3.12(2)</td>
<td>A worker who refuses to carry out a work process or operate a tool, appliance or equipment pursuant to Subsection 3.12(1) must immediately report the circumstances of the unsafe condition to his or her supervisor or employer.</td>
</tr>
<tr>
<td>OHS3.12(3)</td>
<td>A supervisor or employer receiving a report made under Subsection 3.12(2) must immediately investigate the matter.</td>
</tr>
<tr>
<td>Reference</td>
<td>Details Discussed</td>
</tr>
<tr>
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<tr>
<td>OHS5.2</td>
<td>Reference for Employer</td>
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</table>

If a worker is or may be exposed to a chemical agent, or biological agent designated as a hazardous substance in section 5.1.1, which could cause an adverse health effect, the employer must ensure that:

(a) the identity of the chemical agent or biological agent, its possible effects on worker health and safety and any precautions required to protect the health and safety of the worker are clearly indicated by labels, MSDSs, or other similar means,

(b) the information required by paragraph (a) is clearly communicated to the worker,

(c) written procedures are prepared and implemented to eliminate or minimize a risk of exposure to a chemical agent or biological agent by any route that could cause an adverse health effect, and to address emergency and cleanup procedures in the event of a spill or release of a chemical agent or biological agent, and

(d) the supervisor and the worker are trained in and follow the measures required in this Part and Part 6 of this Regulation for the safe handling, use, storage and disposal of the chemical agent or biological agent, including emergency and spill cleanup procedures.
**INSPECTION REPORT**
Work and Employer Services Division
202014521096A

**Labour Organizations & Local**
CUPE 3338
Plumbers Pipefitters & Steamfitters Local 170
Poly Party Collective Agreement
Union Operating Engineers Local 882

**Employer #** 112786
**Mailing Address** 8888 UNIVERSITY DR
BURNABY BC V5A 1S6
**Classification Unit #** 765010
**Operating Location** 001

<table>
<thead>
<tr>
<th>Lab Samples Taken</th>
<th>Direct Readings</th>
<th>Results Presented</th>
<th>Sampling Inspection(s)</th>
<th>Workers onsite during Inspection</th>
<th>Notice of Project Number</th>
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</thead>
<tbody>
<tr>
<td>N</td>
<td>N</td>
<td>N</td>
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<td></td>
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</tr>
</tbody>
</table>

**Inspection Report Delivered To**
Tajinder Aujla

**Employer Representative Present During Inspection**
Tajinder Aujla

**Worker Representative Present During Inspection**
Not Available

**WorkSafeBC Officer Conducting Inspection**
Catherine Hunchak

**Inspection Time**
1.00 hrs

**Travel Time**
0.00 hrs

*The time recorded above reflects the inspection time and travel time associated with this inspection report and includes time spent on pre and post-inspection activities. Additional time may be added for subsequent activity.

**Request a Review**

Any employer, worker, owner, supplier, union, or a member of a deceased worker’s family directly affected may, within 45 calendar days of the delivery date of this report, in writing, request the Review Division of WorkSafeBC to conduct a review of an order, or the non-issuance of an order, by contacting the Review Division. Employers requiring assistance may contact the Employers' Advisers Office at 1-800-925-2233.

To submit a request online, visit [https://www.worksafebc.com/en/review-appeal/submit-request](https://www.worksafebc.com/en/review-appeal/submit-request)

WorkSafeBC values your feedback. To obtain that feedback, an external market research provider may be contacting you to complete a survey.