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# COMMUNICABLE DISEASE PREVENTION PLAN

City Park Stewards

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# 1. Overview

## 1.1 Purpose

The purpose of this document is to provide volunteers of the City Park Stewards program with important information that is required to help prevent communicable diseases at events and activities.

A communicable disease is an illness caused by an infectious agent or its toxic product that can be transmitted from one person to another. Examples of communicable diseases that may circulate in a workplace include COVID-19, norovirus, and seasonal influenza (flu).

## 1.2 Public Health Directives

The Provincial Health Officer (PHO) is the senior public health official for British Columbia (BC) and is responsible for monitoring the health of the population across the province, providing independent advice to ministers and public officials on public health issues.

The responsibilities of the PHO are outlined in the *Public Health Act* and include the following:

- provide independent advice to ministers and public officials on public health issues;
- monitor the health of the population of BC and advise on public health issues and on the need for legislation, policies and practices;
- recommend actions to improve the health and wellness of the population of BC;
- deliver reports that are in the public interest on the health of the population and on government's progress in achieving population health targets;
- establish standards of practice for and conduct performance reviews of Medical Health Officers; and
- work with the BC Centre for Disease Control and Prevention (BCCDC) and BC's Medical Health Officers across the province to fulfill their legislated mandates on disease control and health protection.

Public Health's specific guidance for a particular communicable disease will be followed where their information differs from this document.

## 1.3 Recognizing Hazards and Assessing Risks

City Park Stewards Staff will regularly assess all hazards for public events and activities, taking appropriate steps to eliminate or control the associated risk. This process is referred to as a risk assessment.

Stewardship activities such as tree plantings and invasive plant removals are led by City Parks and Environment staff (e.g. Environmental Technician) and include a group of

volunteers working together outdoors in the same location. All stewardship activities take place outdoors where the risk of transmission is reduced due to the ease of physical distancing and open air ventilation.

There are situations where volunteers will have contact with other volunteers, staff, and the physical environment (shared equipment, etc.). During events, volunteers are mostly well spaced and working on their own or in small groups during events, however volunteers often congregate during registration, introductions, and breaks. During times of outbreaks, these encounters could give rise to contact with communicable diseases, if not controlled adequately.

### **Hierarchy of Controls:**

When selecting a safeguard or a combination of safeguards, always start at the top of the hierarchy outlined below to control hazards. Choose a less effective safeguard only when more effective solutions are impracticable and continuously monitor to ensure they are providing the best level of protection to volunteers.

**Elimination or substitution:** Consider eliminating or substituting a work task that caused exposure or postpone the task where possible. For example, eliminate contact with others.

**Engineering controls:** Make use of physical barriers where practicable.

**Administrative controls:** Changed work practices, physical distancing (respect personal space of others) and enhanced cleaning protocols.

**Personal protective equipment (PPE):** This last level of protection should only be considered after careful consideration of the previous control measures. The use of gloves and face masks may be considered where none of the above controls are possible/effective. If gloves and masks are used, proper usage guidelines should be followed.

## **2. Stay Home When Unwell**

### **2.1 What Volunteers Should Know**

All volunteers should follow public health recommendations and **must** stay at home when unwell to avoid spreading illness to others.

### **2.2 If Volunteers Become Unwell At Events**

Volunteers who have symptoms upon arriving at an event or activity, or become unwell during the day should promptly separate themselves from other volunteers, inform staff and go home.

## 3. Hygiene/Cleaning

### 3.1 Personal Hygiene/Cleaning

Depending on the communicable disease, it is possible to become infected by touching contaminated surfaces and then touching the nose, mouth, or eyes. The most reliable way to prevent infection from surfaces is to wash hands. Washing hands often and practicing good hand hygiene will reduce the chances of catching or spreading germs. Washing hands with soap and hot water for at least 20 seconds is most effective. Soap actively destroys the surface of some viruses and reduces the number of germs left on skin. Alcohol-based hand rubs can be used to disinfect hands when soap and water are not available.

Other things to consider:

- Cover mouth and nose with a disposable tissue or use the crease of the elbow when sneezing or coughing instead of the hands.
- Do not share food, drinks, utensils, etc.
- Avoid unnecessary contact.
- Consider physical distancing.
- Wear a mask.
- Follow hygiene procedures and signage.
- Follow cleaning and disinfecting instructions and procedures when required.

### 3.2 Cleaning and Disinfecting

City Park Steward Staff will follow standard practices and appropriate regulations for cleaning and disinfection.

Cleaning with products containing soap or detergent reduces germs on surfaces by removing contaminants and decreases risk of infection from surfaces. When confirmed or suspected communicable disease cases are low, cleaning once a day is usually enough to sufficiently remove germs that may be on surfaces and help maintain a healthy work environment.

Disinfecting kills any remaining germs on surfaces, which further reduces any risk of spreading infection. During periods of increased risk of exposure to communicable diseases, the City Park Stewards Staff will implement enhanced disinfecting procedures on shared surfaces (where required). Examples of high-touch surfaces include: tool handles and pens.

Cleaning products and disinfectants are to be used as indicated on the product label, product information sheets, Safety Data Sheet or instructions for use.

If there has been an unwell person at a City Park Stewards event, any tools and supplies the person used will be cleaned AND disinfected.

After any cleaning, the following should be adhered to:

- [Wash hands](#) with soap and water for 20 seconds after cleaning. Be sure to wash hands immediately after removing gloves.
  - If hands are visibly dirty, always wash hands with soap and water.
  - If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol, and wash with soap and water as soon as possible.
- Special considerations should be made for people with asthma. Some cleaning and disinfection products can trigger asthma.

When regular disinfection is required:

- Clean visibly dirty surfaces with soap or detergent before disinfection if the disinfectant product label does not specify that it can be used for both cleaning and disinfection.
- Only use disinfectant products that have been approved for use by the City of North Vancouver and that are effective against the communicable disease.
- **Always follow the directions on the label and Safety Data Sheet** to ensure safe and effective use of the product. The label will include safety information and application instructions. Many products recommend keeping the surface wet with a disinfectant for a certain period (see “contact time” on the product label).

## 4. Review and Consultation

The Communicable Disease Prevention Plan is an evolving document and will be updated as needed and reviewed annually.