

Engineered Bodies Strength & Conditioning

COVID-19 Safety Plan v2 (2022-01-14)

Engineered Bodies Strength & Conditioning (EBSC) is committed to ensuring that the gym is a safe place for members and staff. The purpose of this document is to outline the gym's COVID-19 safety plan's policies and procedures to ensure the safety and health of our employees and clients. The plan is based on WorkSafeBC's template document published January 10, 2022.

EBSC is a private (member only) gym with 2,200 sq ft of indoor training area and 900 sq ft of outdoor area. We offer fitness classes and personal training services.

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Version Control

Version number	Date updated	Type of update	Updated by
1.0	2020-05-14	Original document	S. Agtarap
1.1	2020-05-16	Edits: 2.2.5, 8.5, 11.2.2 Additions: 5.2, 13	S. Agtarap
1.1	2020-05-17	Updated total gym occupancy limit from 8 to 12.	S. Agtarap
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1.3.1	2020-07-23	Edits: updated facility capacity and max class capacity throughout	S. Agtarap
1.4	2020-11-08	Additions: definition of Pods Edit: Gym capacity, wearing mask procedure.	S. Agtarap
1.4.1	2020-11-20	Updated mask requirement for staff as per PHO on 2020-11-19	S. Agtarap
1.4.2	2021-01-21	Minor updates on distances. Mask wearing for staff.	S. Agtarap
1.4.3	2021-04-08	Update on returning to gym after travel or contact with a returning traveler.	S. Agtarap
1.5	2021-04-09	Update based on <u>Indoor Individual Exercise Requirements March 31, 2021</u>	S. Agtarap
2.0	2022-01-13	Update based on WorkSafeBC guidance document (01/10/22) and addition of upgraded ventilation requirements	S. Agtarap

1. Workplace Conduct

- 1.1. Engineered Bodies Strength & Conditioning, its staff and clients will do everything possible, including, but not limited to, following all requirements laid out by the provincial and federal government, to minimize the chances of spreading COVID-19.
- 1.2. We are committed to following all PHO guidelines, and have consulted and involved our staff in the development of this process.¹

2. COVID-19 Information

- 2.1. Symptoms include:
 - 2.1.1. Key symptoms: Fever or chills, cough, loss of sense of smell or taste, difficulty breathing.
 - 2.1.2. Other symptoms: Sore throat, loss of appetite, extreme fatigue or tiredness, headache, body aches, nausea or vomiting, diarrhea
 - 2.1.3. Urgent care required if: hard to breathe, chest pain, can't drink anything, feel very sick, feel confused.
- 2.2. Since carriers of any variant of COVID-19 have the potential to show no signs or symptoms, our approach will be to assume that any and all workers & clients may be potential carriers.
- 2.3. Omicron is currently (2022 01) the most commonly detected variant in B.C.
 - 2.3.1. Omicron is primarily spread through aerosol transmission, i.e., it is an airborne virus.
 - 2.3.2. Omicron has been found to spread more easily between people than previous COVID-19 variants.
 - 2.3.3. People can spread Omicron to others even if they have been vaccinated, especially when they are symptomatic.
 - 2.3.4. Omicron appears to cause less serious outcomes than other COVID-19 variants among people who have received at least two doses of a COVID-19 vaccine.
- 2.4. Current vaccines provide good protection against severe illness and hospitalizations for Delta and Omicron.

¹ Required by WCB COVID-19 Safety Plan Step 1.

- 2.4.1. A third vaccine dose may help provide more protection from Omicron.
- 2.4.2. Breakthrough infections can occur in people who are fully vaccinated.
- 2.5. People who have had COVID-19 can get sick again from new variants.
 - 2.5.1. Getting vaccinated is important even if you have already had COVID-19.

3. Application

- 3.1. This policy applies to all employees, contractors, other workers, members and clients that enter the facility.

4. Review

- 4.1. This policy is subject to review, based on government organizations' guidance, such as WorkSafeBC, the Provincial Health Authority and the BC Centre for Disease Control.
- 4.2. All workers will be provided a copy when updates occur.

5. Risk Assessment

- 5.1. Activities that increase the risk of the transmission of communicable disease include:
 - 5.1.1. Prolonged duration close contact, including but not limited to client to client, or client to coach direct physical contact.
 - 5.1.2. Physical activities that promote heavy breathing, sweating, and the release of airborne particles which can be mitigated by good ventilation practices.
 - 5.1.3. Massage therapy (College of Massage Therapist of BC COVID-19 Guidelines to be followed).
 - 5.1.4. Sharing of exercise equipment including, but not limited to, barbells, kettlebells, dumbbells, pull-up bars, medicine balls, weight plates, and mats.
 - 5.1.5. Socializing or congregating in close quarters before and after training sessions.

6. Risk Elimination: High Risk Workers and Clients

- 6.1. All coaches and clients will self-screen prior to entry of the facility following the BC COVID-19 Symptom Self-Assessment Tool guidelines.
- 6.2. If a coach or client shows any signs or symptoms²:
 - 6.2.1. They will not be permitted entry to the facility OR will be asked to leave immediately.
 - 6.2.2. Recommended to stay home and self-isolate and self-monitor.
- 6.3. Coaches will be provided with at home work or other viable forms of income, wherever possible.
- 6.4. If a coach or client is returning from outside of the country they will be required to self-monitor and follow the latest public health requirements for returning travellers.

7. Risk Elimination: Vaccine Passports

- 7.1. Vaccination is the single most important preventative measure a member of a community can take to protect themselves and other members of the community, from infection, severe illness and possible death from COVID-19.
- 7.2. Proof of full vaccination will be required for any client to enter the facility.³
 - 7.2.1. For clients over 18, the following documentation is required: photo identification and a vaccine QR code.
 - 7.2.2. For clients between the ages of 12 and 18, a vaccine QR code is required.
 - 7.2.3. For clients from out of the country, valid documentation includes requires a federal proof of vaccination card and photo identification.⁴

² <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>

³ <https://www2.gov.bc.ca/gov/content/covid-19/vaccine/proof>

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<https://www.canada.ca/en/immigration-refugees-citizenship/services/canadian-covid-19-proof-of-vaccination.html>

- 7.3. In order to be exempt from the vaccination requirement a client must produce an exemption certificate.⁵
- 7.4. Our facility will review proof of vaccination requirements once per member. Members may present their QR code and identification:
 - 7.4.1. In person, or
 - 7.4.2. By email, via secure server, which is deleted immediately after review.
- 7.5. Once proof of vaccination has been confirmed, an additional membership ("Gym Pass") will be added to their profile and "Proof of vaccination?" is answered "Yes" in profile.
- 7.6. Any new potential members or existing members that do not provide proof of vaccination will not be permitted into the facility.

8. Risk Elimination: Capacity and Utilization Limits

- 8.1. Adult indoor and mixed-age sport and recreation programs are at 50% capacity/occupancy of the space.⁶
- 8.2. From the WCB COVID-19 Safety Plan:
 - 8.2.1. Athletes will be arranged to ensure 2 m (6 ft.) of distancing at all times.
 - 8.2.2. Coaches and staff will maintain 2 m distancing from clients at all times.
 - 8.2.3. Occupancy limits will be posted throughout the facility based on floor space requiring 5 square meters of unencumbered space per person.
- 8.3. We will continue to provide online or at home options for clients and staff, if requested.
 - 8.3.1. This may include; online classes, online private training, individualized at home programming, etc.
- 8.4. Staff will be encouraged to work from home and/or provide online services whenever possible and/or appropriate.
 - 8.4.1. All staff working from home will perform regular check-ins.

⁵https://health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/vaccine/medical_exemptions_to_vaccination.pdf

⁶ <https://www.viasport.ca/return-sport> (as of January 13, 2022)

- 8.5. Entry to the facility will be permitted by appointment only, no drop-ins.
- 8.6. Clients that self-identify as higher risk for COVID-19 complications will be consulted prior to entering the facility and may be provided additional times of lower capacity in order to ensure their safety while accessing the facility.
 - 8.6.1. This will allow facilities to continue to provide services to higher risk clients without increasing the potential for burdening our healthcare system.

9. Engineering Controls: Ventilation and Filtration

- 9.1. Engineered Bodies has reviewed available information on ventilation and air circulation and have implemented additional layers of protection.
- 9.2. Additional layers of protection include:
 - 9.2.1. Active monitoring and recording of CO2 levels using NDIR (non-dispersive infrared) CO2 analyzer.
 - 9.2.2. The maximum CO2 levels for operation is 700 ppm as per guidance from scientific sources.^{7, 8} If 700 ppm is exceeded, coaches must immediately ventilate the facility by opening the bay doors until CO2 levels decline to below 700 ppm.
 - 9.2.3. Addition of portable filter using MERV13, in this case a Corsi-Rosenthal box portable filter.
 - 9.2.4. Fresh air and ventilation provided by open bay doors on north and south end of the facility. CO2 monitoring will ensure sufficient ventilation. Doors must remain open at least 20 cm while members and staff are in the facility.

10. Administrative Controls: Staff Rules and Guidelines

- 10.1. All coaches are required to self-assess within 12 hours prior to any appointments or entering the facility.
- 10.2. Coaches will be admitted entry to the facility for scheduled appointments only, in order to control the number of workers in the facility at any given time.

⁷ Exhaled CO2 as a COVID-19 Infection Risk Proxy for Different Indoor Environments and Activities, Environ Sci Technol Lett. 2021 Apr 5: acs.estlett.1c00183. Zhe Peng and Jose L. Jimenez*

⁸ [FAQs on Protecting Yourself from Aerosol Transmission](#)

- 10.2.1. Exception: when there are no scheduled sessions, coaches are permitted to use the facility to exercise (personal use). Coaches must follow regular class protocols, including ventilation, to minimize transmission risk.
- 10.3. This will also help minimize the risk of worker shortage due to isolation or positive tests / self-assessments.
- 10.4. Coaches will be required to wash or sanitize their hands upon entry, before exit, and between clients.
- 10.5. Additional hand washing will be expected if they cough or sneeze (into their arm - not hands) or touch their face when in the facility.
- 10.6. Sick pay, as required by legislation, will be provided to staff if not permitted entry and the following conditions are met:
 - 10.6.1. If after returning to work a coach is required to self-isolate due to failed self-assessment or potential contact with someone COVID-19 positive.
 - 10.6.2. The worker provides a copy of their Symptom Self-Assessment.
 - 10.6.3. Provide evidence that they are strictly following self-isolation and monitoring protocols.
 - 10.6.4. If the above procedures are followed, at home work will be provided to fill in for any already scheduled sessions during self-isolation.
- 10.7. The coach will not come within 2 metres of clients - except in case of emergency.
 - 10.7.1. For coaches who are seeing the same client on a regular basis - they may be in closer proximity if approved by both the coach and client.
- 10.8. The coach will wear a mask at all times.

11. Administrative Controls: Client Rules and Guidelines

- 11.1. The number of clients permitted in the facility at any given time will be limited based on the latest guidelines provided by the PHO, CDC, WorkSafe BC or VIA Sport.
- 11.2. Clients will not be permitted into the facility until five minutes prior to their appointment
- 11.3. Any clients waiting for their session will wait outside, or in their own cars, until invited to enter by the coach.

- 11.4. Clients who need to wait inside (due to weather conditions, etc.) will wear a PHO approved face covering as outlined in order on FACE COVERINGS.⁹
- 11.5. All clients will be required to self-assess utilizing the British Columbia COVID-19 Self-Assessment tool prior to entering the facility.
 - 11.5.1. Clients will record absence of symptoms in their profile on TrainHeroic before entering the facility.
- 11.6. The facility will determine the best method of enforcing this self-assessment.
 - 11.6.1. Coaches and clients will be made aware that they may be asked to leave if they show any signs or symptoms, even if they passed a self-assessment - this is at the discretion and judgement of staff and owners.
- 11.7. All sessions will be by reservations made minimum 2 hours in advance, no walk-ins or drop-ins will be permitted.
 - 11.7.1. Clients that show any signs or symptoms will not be permitted to attend their session, and cancellation fees will be waived when necessary.
- 11.8. Upon entry, all clients will:
 - 11.8.1. Disinfect or wash their hands with soap and water for a minimum of 20 seconds. Liquid soap and paper towel will always be available at all sinks in the facility.
 - 11.8.2. Utilize designated entry and exit doors for coaches and clients to minimize touching as well as any 'pass by' traffic.
 - 11.8.3. Not loiter or linger inside, or come in close contact with other clients or workers during their sessions as these times pose the highest risk of transmission.
 - 11.8.4. Proceed directly to designated training space, as directed by the coach.
 - 11.8.5. Maintain minimum distance of 2 metres from others (not in their household), at all times.
- 11.9. When the client is finished their session, they will:

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<https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/covid-19-pho-order-face-coverings.pdf>

- 11.9.1. Ensure their equipment is cleaned using the disinfectant solution provided.
- 11.9.2. Disinfect or wash their hands with soap and water for a minimum of 20 seconds.
- 11.10. Clients must complete their training session, clean up and exit at the end of the scheduled training time.
- 11.11. Failure to comply with any of these measures will result in immediate removal from the facility and/or suspension of membership.
- 11.12. Concerns and complaints: Clients shall direct any concerns or complaints to management via email.

12. Personal Protective Equipment: Masks – Usage and Signage

- 12.1. As per PHO Mandate on Face Coverings section 15: signage will be posted at all entrances and indoor areas notifying that face coverings are required to be worn.
- 12.2. All persons entering the facility will be required to follow the PHO mandate on face coverings.
- 12.3. Face coverings must cover the nose and mouth at all times.
- 12.4. Approved face coverings include medical-grade, non-medical, or three-layer cloth masks, including KN/N95 masks.
 - 12.4.1. Face shields are not permitted.
- 12.5. Coaches will be required to wear masks at all times, unless:
 - 12.5.1. They are exercising (during non-scheduled times).
- 12.6. They have appropriate PHO-approved exemption.
- 12.7. Clients will be required to wear a mask at all times unless:
 - 12.7.1. They are actively exercising - as per VIA Sport Return to Sport guidelines, or
 - 12.7.2. They have appropriate PHO approved exemption.
- 12.8. All staff will be instructed in the proper use and care of masks.
- 12.9. The facility will provide spare non-medical masks for staff and clients, on an as-needed basis.

13. Facility Cleaning Rules and Procedure

- 13.1. Coaches shall ensure adequate cleaning supplies are available for clients, including:
 - 13.1.1. Ensuring that bathroom soaps dispensers are full and paper towels are available.
 - 13.1.2. Ensure that each training station has adequate disinfectant and paper towels.
- 13.2. Coaches shall inform management via Slack channel #general if supplies are low.
- 13.3. Coaches shall ensure that clients disinfect their equipment after use.
- 13.4. Coaches shall disinfect high touch surfaces a minimum of twice daily. This includes, but is not limited to, door handles, light switches and faucets.
- 13.5. Professional cleaning occurs twice weekly. Additional cleaning will occur on an "as needed" basis.

14. Approved Disinfectant

- 14.1. EBSC uses the disinfectant Diversey Virox 5 Concentrated Surface Cleaner and Disinfectant, DIN 02239828.
 - 14.1.1. This is a concentrated hydrogen peroxide liquid that must be diluted in the ratio of 1:16 to be effective against viruses and bacteria.
 - 14.1.2. This product is approved by Health Canada "List of disinfectants for use against COVID-19".
- 14.2. Spray bottles with the label "Disinfectant" are to be used.
- 14.3. Disinfectant dilution: 1.5 oz of concentrated disinfectant must be in each spray bottle (24 oz). Fill the bottle to the 24 oz line with water.
 - 14.3.1. Employees / workers shall be instructed on refilling the disinfectant bottles. Safety equipment (gloves and face shield) is available.
 - 14.3.2. Disinfection solution must remain on surfaces for five minutes. Do not wipe off until 5 minutes has passed.

15. Training Plan

- 15.1. All employees / workers at the facility will be required to review and confirm their understanding and receipt of the latest version of the COVID-19 Safety Plan in writing via email or reply in Slack.
- 15.2. During staff meetings, management shall review the procedures and identify any changes.
- 15.3. If requested by employees / workers, management shall review procedures individually. This may be done in person or virtually, at the request of the employee / worker.