

PERFORMING ARTS INDUSTRY RELAUNCH FRAMEWORK

Industry Relaunch Framework

Please note that information updates are frequent, and this information is relevant as of May 2020. Consult [WorkSafeBC's COVID-19 and returning to safe operation guide](#) and information from the Public Health Office (PHO) for the most up-to-date information.

This framework is developed to specifically address the risks associated with COVID-19. It is designed to help organizations complete the [COVID-19 Safety Plan](#) as required by WorkSafeBC and address public health orders.

Responsibilities (Employer)

Who will be affected?

All functional areas of your operation need to be considered. This includes workers, volunteers, patrons (audience), and the general public.

Develop a COVID-19 risk assessment for each of your workplaces

- 1) Add COVID-19 to your *risk register*
- 2) Adjust first aid procedures to reduce exposure to COVID-19
- 3) Other risks to consider:
 - Number of workers in various spaces
 - Person to person and contact areas such as:
 - Break rooms
 - Stage
 - Shared lifting of heavy objects
 - Loading of vehicles
 - Tools
 - Doorknobs
 - Elevator buttons
 - Light/LX switches
 - Sound/lighting consoles

Controls

Now that you have identified who will be affected and what hazards exist, you need to find controls to eliminate or reduce the risk.

Apply the hierarchy of controls:

- 1) Physical distancing
 - Identify work critical to your business
 - a) Determine who can work from home
 - b) Set expectations and policies for safely working from home. This will include a risk assessment and protocols

Responsibilities (Employer, continued)

- 2) Reconfiguring workplace and shifts (use **minimum** staffing levels)
 - a) Configure small workgroups that stay together by department and/or shift so that transmission is minimized across groups
 - b) Install barriers or plexiglass at workstations where suitable. 2 metres between people and a recommended 5 square metres around a worker
- 3) Hand and Respiratory Hygiene
 - Develop Safe Work Procedures/Written Instructions/Protocols
 - a) Hand washing and gels
 - b) Cover your cough/sneeze
 - c) Optional or mandatory face masks
- 4) Sanitization and cleaning of materials and surfaces
 - a) Designate someone to supervise these efforts
 - b) Sanitize at the start of the day, if the user changes, and end of day or end of use.
 - c) Ensure materials for sanitizing and disinfecting are readily available, including containers for safe disposal
 - d) Scheduled cleaning and sanitizing of washrooms and other common areas
- 5) Personal Protective Equipment
 - a) Assess required PPE that will protect workers
- 6) Follow-up and check that controls are being used

For information on sanitizing and disinfecting, see the BCCDC [info sheet](#) or other public health authorities.

Communicate

- 1) Develop a policy
- 2) Develop *safe work procedure(s)* for each risk area identified
- 3) Create a clear *reporting plan*
- 4) Create an action plan for if an illness is presented in the workplace
- 5) Post on safety boards
 - Include access to the WorkSafeBC app and other credible sources such as:
 - Government of BC
 - Public Health Office
 - BC Centre for Disease Control
 - Location-specific [COVID-19 Safety Plan](#)
- 6) Additional signage in various locations
 - Promote hand and respiratory hygiene
 - Room capacities (including washrooms)
 - Optional or mandatory PPE use and availability
- 7) Add to safety talks and orientations
 - Promote mental health and other staff supports
- 8) Consider specific training for COVID-19 procedures
- 9) Document all steps taken, and who received the communication

Responsibilities (Worker)

Complete a daily Health Declaration form

- 1) Complete it thoughtfully
- 2) Date and sign it
- 3) Hand it to your supervisor

Controls

Follow the procedures the specific work location has adopted to help prevent the spread of COVID-19. They may not be the same at every workplace, so ask questions if you are unsure. Know and follow safe work procedures/written instructions/protocols such as:

- Physical distancing
- Hand and respiratory hygiene
- Sanitization and cleaning of materials and surfaces
- Personal Protective Equipment

Rights

To know about workplace hazards and your responsibilities regarding controls in place.

To participate:

- By following protocols, procedures, and directions regarding controls of those hazards.
- By anticipating and reporting hazards or suspected hazards to your Supervisor/Crew Chief or Employer.

To refuse if your circumstances mean you face an "unwarranted, inappropriate, excessive or disproportionate risk", report this to your supervisor/crew chief or employer for assistance.