



Restoration and Weed Pull Events – COVID-19 Protocols

Updated: 2021-04-21

In order to minimize the spread of COVID-19 and protect our employees, the public, and vulnerable members of our community, The Central Kootenay Invasive Species Society (CKISS) requires that all staff must follow the COVID-19 protocols outlined below while leading weed pull and restoration events. This document is a supplement of the “CKISS COVID-19 Safety Plan” document.

1. PRE-PLANNING

- Encourage participants to bring their own filled water bottle and snacks.
- All leaders should be familiar and comfortable with all event protocols prior to the event. All CKISS staff who are attending the event will have a meeting prior to the event to review protocols.
- Consult current Public Health Order to determine a maximum number of participants for the event. Consider the capacity of the site, how many participants can be accommodated while physically distancing, and how participants will access the site. Consider how many leaders are available to help with the event, especially in the beginning as participants arrive.

SCHOOL EVENTS:

- All school events to take place outdoors and be pre-arranged between the teacher/principal and CKISS Education Program Coordinator.
- Bussing to specific site may not be an option for all schools. Select a site that is within walking distance to avoid the bussing issue.
- CKISS staff to ask school staff what their Covid-19 policies are and be prepared to adhere to any additional protocols that are not outlined in this document.

COMMUNITY VOLUNTEER EVENTS

- All community volunteer event participants MUST preregister for the event. Registration for each event is required in order to be able to restrict the number of participants to a maximum number (and also to ensure that events don't surpass the maximum provincial limit per gathering). This will also assist with contact tracing.
- When communicating about the event to registered participants inform them to check in at the registration table. Here they will need to do a “Personal Health Check” and give CKISS contact information for contact tracing purposes on the day of the event.
- Advise volunteers about bathroom facilities (whether they are available at the site or not)



Advise volunteers & students to bring the following:

- Water bottle filled with water and snack if needed (no food or water available at the event)
- Sunscreen/hat/long sleeves (and any other gear that would normally be recommended for the activity)
- If possible, bring your own tools, work gloves, etc.
- Pen (to fill out contact info and self assessment)

Ensure you have these items

- Multiple pens for personal health check
 - Sharpie and masking tape to label equipment
 - Hand sanitizer for volunteers/staff
 - Disinfection supplies to clean tools/equipment
 - Disposable face masks
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- Limit the amount of equipment, materials and supplies available at the event. If brochures, prizes or other give-aways are necessary, consider handing these out individually or sending them to participants later (rather than leaving stacks of things out).

2. JUST PRIOR TO THE SCHOOL EVENT

- CKISS staff to complete personal health check record.
- Personal health check of students and school staff have been completed at their home. Students/staff displaying symptoms of Covid-19 should stay home from school.
- CKISS staff wear facemasks if unable to physically distance from others (for example, handing things out to students).
- Encourage participants to wear masks when physical distancing is not possible.
- Classes/learning groups are not expected to stay 2 m apart from each other BUT are asked to maintain social distancing parameters with CKISS staff.
- Label or number equipment that will be used by participants (shovels, clippers, etc.) for the duration of the event. This will allow users to keep track of which equipment is theirs.
- Set up a registration table with hand sanitization/tool cleaning station.
- Spread out available tools to ensure physical distancing. Remind participants to keep track of their tools for the entire event.
- Establish a place where tools will be returned.
- Post COVID-19 signs available with messages about physically distancing protocols.

JUST PRIOR TO THE COMMUNITY VOLUNTEER EVENT

- CKISS staff to complete personal health check record.
- Leaders should wear facemasks if unable to physically distance from others (for



example, if staffing the check-in station or handing things out to people).

- Encourage participants to wear masks if physical distancing is not possible
- Label or number equipment that will be used by participants (shovels, clippers, etc.) for the duration of the event. This will allow users to keep track of which equipment is theirs.
- Set up a registration table
- Set up a hand sanitization/tool cleaning station.
- Create a place for participants to line-up at the start (creating 2 m marks for waiting in line). Use flagging tape and cones.
- Advise participants they need to “sign-in” upon arrival to the event, designate one leader to manage sign-ins and write down names and information for each person, rather than each person doing this themselves (to avoid multiple people touching pens, paper, clipboard, etc.) OR have multiple pens with clearly labeled clean/dirty holders for pens before and after use.
- Spread out available tools to ensure physical distancing. Remind participants to keep track of their tools for the entire event.
- Establish a place where tools will be returned.
- Post COVID-19 signs available with messages about physically distancing protocols.
- If necessary, post signage for entrance and exit to the site to encourage one-way movement.

3. DURING THE EVENT

- During the introduction, review physical distancing and other COVID-19 protocols.
- While planting/removing weeds participants must remain physically distanced from others unless they are members of the same family/pod/learning group. CKISS staff/school staff should monitor to remind people.
- Ensure that invasive species waste debris is disposed of properly while still maintaining social distance. Depending on the species, give each volunteer their own garbage bag to fill.
- When handing out native plants to volunteers ensure CKISS staff sanitize hands/wear gloves. Place plants on the ground and have volunteers pick up to keep distance.
- If your event is open (no maximum number) or you accept walk-ins, count participants to make sure you don’t exceed the maximum number of participants at the site at any time.

4. AFTER THE EVENT

- Sanitize tools, gloves, pens, and anything else used by participants during the event. Some cloth gloves may be washed in a washing machine with a sanitize cycle. If this is not available and for all other gloves, spray the inside of the gloves with a sanitizing spray and let sit for 1 day before using again. Follow the directions on the product used.
- Sanitize tables, hand wash stations, tent legs, anywhere that people may have



touched.

GENERAL WORK PROTOCOL

- Wash your hands often with soap and water or hand sanitizer
- When possible maintain a distance of 2 m distance from others
- Cover your mouth and nose when coughing or sneezing
- Do not touch your face with your hands if you have touched any surface
- Sanitize frequently touched surfaces often using an approved sanitizing product
- Hold site meetings in open spaces or outside.
- As per the Workers Compensation Act and the CKISS Occupational Safety Plan, any staff member who is asked to perform tasks that they feel put them at unnecessary risk have the right to refuse that task and request alternate work. Communicate any Covid-19 safety concerns to Education Program Coordinator ASAP.