



PEMBERTON & DISTRICT MUSEUM & ARCHIVES SOCIETY

7455 Prospect Street, PO Box 267
Pemberton BC Canada V0N 2L0
Ph: 604-894-5504
Email: info@pembertonmuseum.org
Website: pembertonmuseum.org

COMMUNICABLE DISEASE PREVENTION PLAN

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

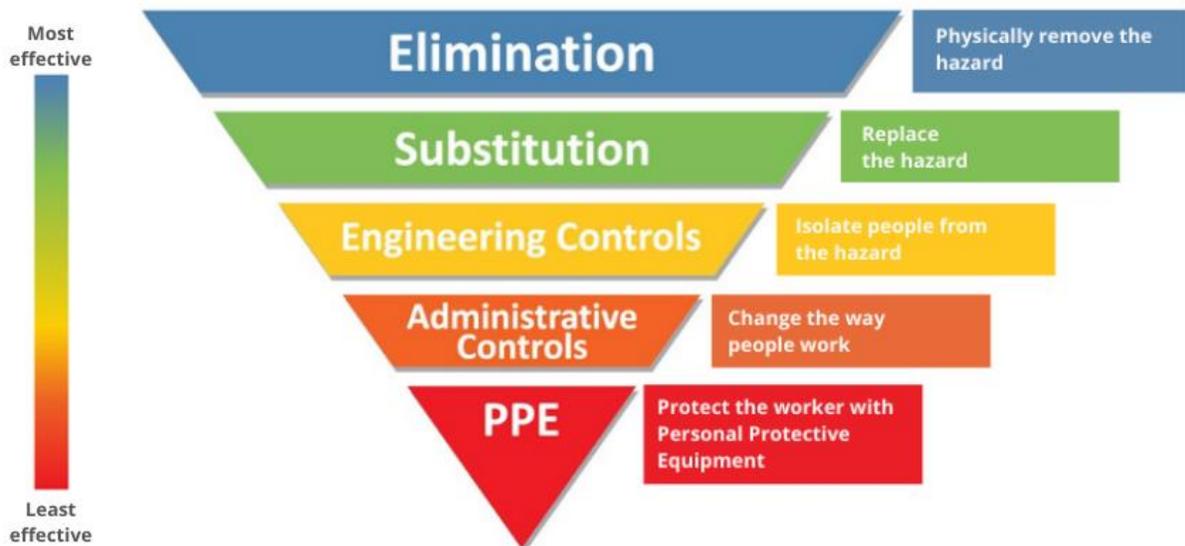
The virus that causes COVID-19 spreads in several ways. It can spread in droplets when a person coughs or sneezes. It can also spread if you touch a contaminated surface and then touch your face.

The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near.

The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short periods of time.

WHAT VISITORS CAN DO TO ENSURE THEIR SAFETY AND OURS

- **DO NOT COME TO THE MUSEUM IF YOU ARE SICK.**
- Wash your hands
- Practice physical distancing inside and outside the Museum
- Wear your mask until you are fully vaccinated
- Use the hand sanitizer at the door on your way in the Museum and out
- Do not handle the artifacts





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WHAT WE ARE DOING TO ENSURE THE SAFETY OF OUR STAFF AND VISITORS

Elimination

- Signage to let visitors know to not come in the Museum if they are sick and staff can refuse to let a visitor in if they are visibly ill.
- Sick policy to ensure that staff to not come to work sick (sick policy can be found in the office within the Employee Handbook)

Engineering controls

- Hand sanitizer provided at the entrance and exit of the Museum
- Hand sanitizer provided at water cooler and washrooms as well as in the offices
- Plexiglass dividers have been installed for barriers in the General Store and main office
- Access to the upper floor offices and Board room will be restricted to staff only with public by appointment only.
- Staff and public washrooms are to be separate. Site washroom building is for Public use.
- Secure area for staff to store personal belongings
- Visitor appointment to be a guided tour only, this allows for site management by Management and staff
- 50% of occupancy – MAX 100 ppl.

Administrative controls

- Avoid communal food/sharing of meals
- Sanitizing checklists have been created to ensure cleaning as required by occupancy of high touch areas and bathrooms (checklist can be found on the pin board in the office)
- Cleaning and sanitizing of shared equipment and tools between use by each other
- Staff must hand sanitize if they accept money
- We have regular safety meetings to enable input on Health and Safety and to update staff on hazards and incidents
- Proper Handwashing Posters have been posted at each handwashing station in the Museum.

PPE

- Staff and Visitors are to wear a mask until fully vaccinated
- Staff and visitors have the option to wear a mask while in the Museum. Reusable masks must be kept clean and dry (masks become less effective if wet/damp. Staff must read and sign the “Mask Wearing Sign Off” which outlines cleaning procedures, safe donning, and doffing practices. 3-layer single use masks are available to the public and staff.



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- Gloves are to be worn while sanitizing

SANITIZING PROCEDURES

- Sanitizing of plexiglass dividers
- High touch areas need to be cleaned every day using the “High Touch Area Cleaning Checklist.”
- Gloves and rags should be changed between cleaning bathrooms and high touch areas.
- Toilets should be the last area cleaned in the bathroom and then gloves and rags should be thrown out and replaced.
- Staff need to be wearing gloves while sanitizing.
- For any electrical items, including light switches, cleaner should be sprayed on the rag and then wiped down. Never should we spray liquid directly on computer equipment, or light switches as this could cause a fire or equipment failure.
- Please see the diagram below for chemicals that cannot be mixed.
- When sanitizing close to food areas, only bleach and water mixture should be used

The Following are the disinfectants that we are using against COMMUNICABLE DISEASE

FOR SANITIZING IN THE MUSEUM BUT NOT CLOSE TO FOOD OR ARTIFACTS,

Included but not limited to:

- Clorox Bleach Disinfectant – mix of 60 ml of Bleach (2 ounces) per 5 litres of water
- Rubbing Alcohol – on all computer and touch screens



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FOR YOUR SAFETY DO NOT MIX:



Bleach + Vinegar = Toxic Chlorine Gas

-Coughing, Breathing Problems, Burning & Watery Eyes



Bleach + Ammonia = Toxic Chloramine Vapours

-Shortness of Breath & Chest Pains



Bleach + Rubbing Alcohol = Chloroform

-Highly Toxic, Breathing Problems & Respiratory Failure



Hydrogen Peroxide + Vinegar = Paracetic Acid

-Highly Corrosive, Eye Damage, Burns & Breathing Problems

SICK POLICY

If you are at work and begin to show signs of sickness, you must report to management and will be sent home immediately.

If you cannot come to work due to illness, call and speak to management. Information such as symptoms, onset of symptoms and 3- or 10-day policy will be discussed. You will be advised to contact a medical professional as well.

If you are off due to work from non-COVID like symptoms, you will be able to be put back on the schedule 72 hours after you are symptom free.

Anyone with COVID-19 like symptoms must self-isolate for a minimum of 10 days and contact your local health care provider to get tested. Anyone under the direction of the provincial health officer to self-isolate must follow those instructions. Once you are symptom free for 24hrs plus the 10 days, you are able to be put back on the schedule.



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COVID like symptoms include:

- fever
- Body aches and chills
- Cough
- Runny nose
- Sore throat
- Difficulty breathing - pneumonia in both lungs
- Covid toes—bluish— red or purple bumps that hurt or feel warm when touched.
- Sudden loss of smell and /or taste.

Workers who have travelled internationally or interprovincial or who's household members have travelled internationally or interprovincial must self-isolate for 14 days. Monitoring for symptoms listed above during this time is important and contacting Healthlink BC at 811 if symptoms arise.

If you live in the same household as a confirmed or clinical COVID-19 case who is self-isolating, you must remain home and call the Health Clinic for assessment and to determine any necessary next steps.

If a family member is sick, report the illness and discuss the action plan. If you are able to self-isolate from them, let the Manager know of the details.

Depending on the circumstances and duration of time that is needed for you to be off work, there are a few financial options that are available to you:

EI / Short Term Disability - if you are full time

WCB— if you have contracted COVID in the workplace

CRB—provided by the Government for staff affected by COVID, limitations may apply.