## COVID-19 Land and Food System Farm/Field Work Safety Plan – Template

Use of this template: All light italicized grey font are instructional and must be removed before final copy is approved. Management of the workspace must review and approve of this plan. Any modification of the requirements outlined in this template must contact Safety & Risk Services for approval.

This farm/field work safety plan will provide assistance for supervisors who wish to continue or resume operational activities at the farm/in the field. This plan will include a review of operational activities to ensure effective controls are in place to prevent the infection and spread of COVID-19. Management and supervisory staff are responsible for updating this document when government mandated requirements are changed. Plans must be developed in accordance with the Land and Food System [Parent Plan](https://lfs-my.sites.olt.ubc.ca/files/2020/08/UBC_LFS_COVID19_SafetyPlan_Parent-Approved-Aug-17-2020.pdf), [MCML](https://lfs-my.sites.olt.ubc.ca/files/2020/06/LFS_Workspace_Safety-Plan_MCML.pdf), [FNH](https://lfs-my.sites.olt.ubc.ca/files/2020/06/LFS_Workspace_Safety-Plan_FNH.pdf), [Farm](https://lfs-my.sites.olt.ubc.ca/files/2020/06/UBC-Farm-Safety-Plan_COVID19_REVISED.pdf), [Dairy Centre](https://lfs-my.sites.olt.ubc.ca/files/2020/06/UBC_Dairy_Farm_Safety_Plan_Covid19_-Apr302020.pdf) Intermediate Plans and UBC Guidance (<https://covid19.ubc.ca/>). Completed forms/requests can be sent to: lfs-restart@lists.ubc.ca.

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| --- | --- |
| Name of Farm/Field (if applicable) |  |
| Address of Farm/Field (if applicable) |   |
| Name of Principal Investigator (or research supervisor) |  |
| Work plan start date: |  |
| Work plan end date: |  |

Introduction:

Describe the activities and purpose of the workspace.

Activities:

List the activities that will take place in the workspace and the personnel that will be involved

Proposed activity schedule:

If multiple activities are required of the same workspace provide the days when these activities will be done.

Safety and Farm/Field Work Space Procedures:

Please visit <https://research.ubc.ca/phased-resumption-campus-research-scholarship-and-creative-activities/conducting-campus-fieldwork> for complete guidelines. Address the below listed questions in this plan.

1. **As you prepare for the field, will you need to access your lab or office?**
2. **Are you able to travel to and from research sites in compliance with current government and University travel advisories and restrictions?**
Resources:
	* On t[ravel to field sites](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-guidance-work-camps-silviculture.pdf)
	* On travel [within BC and across BC boundaries](https://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/traveller-information/travel-affected-by-covid-19)
	* For travel to other provinces, please consult advisories posted by the relevant provincial governments.
3. **How will the field team composition and size allow for physical distancing?**
Resources:
	* Please consult [the scenarios page](https://research.ubc.ca/phased-resumption-campus-research-scholarship-and-creative-activities/conducting-campus-fieldwork-1)
	* Guidance on field team composition may be [found here](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-guidance-work-camps-silviculture.pdf%E2%80%8B)
4. **Will you require permission from a government department, non-profit agency or research institute to conduct work at your field site?  If so, please attach signed permissions.**
5. **What are the proposed dates for this fieldwork?**
6. **Is there a contact number for your team during the fieldwork period?  If not, how can the team be reached daily while in the field?**
7. **How will you train the field crew in COVID-19 safety practices?**
8. **How do modes of travel at your research site allow for physical distancing?**
Resources: ​
	* Please consult [the scenarios page](https://research.ubc.ca/phased-resumption-campus-research-scholarship-and-creative-activities/conducting-campus-fieldwork-1)
	* Guidance on travel in the field may be [found here](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-guidance-work-camps-silviculture.pdf)
	​
9. **How do living and working conditions at the site allow for physical distancing and/or for self-isolation should it be necessary?**
Resources:
	* Please consult [the scenarios page](https://research.ubc.ca/phased-resumption-campus-research-scholarship-and-creative-activities/conducting-campus-fieldwork-1)
	* Guidance on field camps may [found here](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-guidance-work-camps-silviculture.pdf)
10. **What plans are in place should a member of the research team develop COVID-19 symptoms?**
Resources:
	* ​​Please consult the BC Centre for Disease Control [common questions page](http://www.bccdc.ca/health-info/diseases-conditions/covid-19/common-questions)
11. **If your research will potentially bring you into contact with local communities, how will you ensure required and effective physical distancing?**
Resources:
	* ​​Guidance on avoiding contact with local communities, including indigenous communities, may be [found here](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-guidance-work-camps-silviculture.pdf)
12. **When you return from the field, will you need to access your lab or office to process or handle samples?  If so, please describe the expected duration of sample-handling and why the handling must be done immediately.**

Communications Plan

Provide a written plan to inform, implement and communicate to all faculty and/or staff involved in the listed workspace(s).

Monitoring

Identify the person(s) responsible for implementing and maintaining adherence with the plan.

I confirm that this Farm/Field Work Safety Plan has been shared with staff both through email and will be made available as a shared document. Staff can either provide a signature or email confirmation that they have received, read and understood the contents of the plan.

|  |  |
| --- | --- |
| Date |  |
| Name (Manager or Supervisor) |   |
| Title |   |

Personnel Accessing Farm/Field(s)

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Position | Email | Confirmation of understanding |
|  |  |  | ☐ |
|  |  |  | ☐ |

Reference Documents:

The following guidance documents and resources on the [Safety & Risk Services (SRS) COVID-19 Website](https://srs.ubc.ca/health-safety/health-safety-covid-19/) were used in the development of this workspace plan:

Append relevant guidance documents or resources used for your workspace plan.

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**APPROVAL**

 Title: Farm/Field Supervisor LFS Associate Deans of Research LFS Dean

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| --- | --- | --- | --- |
| Signature: |  |  |  |
| Name: |  | David Kitts | Ricky Yada |
| Date: |  |  |  |