

Canadian Sport Institute Pacific COVID-19 PROTOCOLS & BUSINESS OPERATIONS

October 23, 2023

The office is re-opened to all employees and consultants and can now be considered "business as usual".

All staff will be expected to be in the office a minimum of three days per week unless there are special circumstances and full time return to the office is highly encouraged.



Employees will be expected to make full use of their Outlook calendars to track their projects, tasks lists, meetings and work with sports in the DTE including highlighting their whereabouts and which days they are in the office.

Note: Vancouver campus team members will continue to work remotely. They will be expected to come in for any tasks or duties requiring their presence. At UBC, War Memorial Gym and Med Block C offices remain open for staff to use.

All employees and consultants are asked to attend meetings in-person, but it is understood there are exceptions to this standard and that can be discussed further with direct reports. Tools have been put in place and adopted successfully during the pandemic (Zoom, Microsoft Teams, Audiovisual equipment installed in the Boardroom), that allows for virtual meetings or a hybrid meeting model when a team member is travelling or not able to attend in person. We encourage all supervisors to find what is best suited for their team.

Consideration

We will keep monitoring the COVID-19 situation in BC, Canada, and the rest of the world and will adjust the plan as needed.

The return-to-office information below outlines how the Canadian Sport Institute Pacific (CSI Pacific) continues to work to minimize risk to employees, athletes and coaches. The plan has been laid out by the CSI Pacific COVID Response Team.

It is up to the entire CSI Pacific team to execute on the guidelines and ensure we keep our space as safe as possible. We understand that every individual's situation is different and encourage those with specific risks or concerns to reach out to their supervisor to discuss alternate arrangements, should they be necessary.

COVID-19 Workplace Health and Safety Guidelines

All guidelines below took effect on April 19, 2023

Vaccination and Mask Policy



CSI Pacific continues to recommend that all visitors be fully vaccinated, including getting the currently available booster dose when you are eligible. But at this time, CSI Pacific will no longer be checking the vaccination status of our facility guests.

All CSI Pacific staff, including new hires, will continue to be required to: have received a minimum of two doses of an accepted COVID-19 vaccine, a combination of accepted vaccines or 1 dose of the Johnson and Johnson vaccine; have received their last dose at least 14 days prior to coming to CSI Pacific; and can show proof of vaccination. Accepted vaccines are:

- Pfizer-BioNTech (Comirnaty, tozinameran, BNT162b2)
- Moderna (mRNA-1273)
- AstraZeneca/COVISHIELD (ChAdOx1-S, Vaxzevria, AZD1222)
- Janssen/Johnson & Johnson (Ad26.COV2.S)

Individuals must meet the criteria above and disclose proof of vaccination in order to be employed by CSI Pacific.

Note: If a person is unvaccinated due to proven medical or religious grounds, please follow the protocols listed below

Medical masks are no longer required in any CSI Pacific facilities

Use of medical masks are based on individuals preferences

COVID mitigation protocols are still important! CSI Pacific continues to recommend the following infection control protocols:

Remain Vigilant!

- frequent handwashing
- social distancing whenever possible
- wearing medical masks during travel when using mass transit (plane, train, bus)
- testing anytime you develop symptoms, as well as before and after traveling

Protocol for Staff



Required to disclose vaccination status for BambooHR. Send proof of vaccination status via Vaccine Passport to hr@csipacific.ca

Vaccine Exemptions

For staff members or people seeking employment with CSI Pacific, if you are unable to get vaccinated and require a special accommodation, you must send your accommodation request to medical@csipacific.ca. This will then be reviewed.

Symptoms, Close Contact or Confirmed Case of COVID-19

It is currently the time of the year when respiratory illnesses are spreading more widely in our communities, including influenza, RSV and COVID, and so CSI Pacific is sharing our current infection control protocol as a guiding tool to reduce the spread of illness in our facilities.

The cornerstone of infection control remains the following steps:

- Frequent handwashing
- Wearing a mask in higher risk situations: crowded indoor activities and any travel by public transport methods (planes, buses, ferries, trains).
- Staying up to date with your vaccinations, including the latest COVID and influenza vaccines
- Staying home when you are experiencing symptoms of illness.

If You Have Symptoms:

Anyone with upper respiratory symptoms or gastrointestinal symptoms should stay at home. We ask that remain at home until your major symptoms have not been present for 72 hrs.

If you must return to work, you can return to the CSI Pacific facilities after either:

- Your major symptoms have been absent for 24 hours, if you wear a mask; **or**
- Until your symptoms have been absent for 72 hours (no mask required);

In other words: earlier return to work is possible if you are symptom-free for 24 hrs AND if you wear a mask for the following 72 hours.



At this time we are no longer recommending that you test for COVID as there are many other illness circulating and the management of all these illnesses is now the same.

Illness reporting and close contacts

We do ask that CSI staff, athletes, and sport staff inform their discipline lead, coach or team manager when you are ill and share this information with the CSI Pacific Medical team. This will allow us to be aware of those in the different work disciplines and training groups that are experiencing illnesses and who may be at risk from a potential exposure. This will also help us take any other necessary precautions to limit further spread.

We ask that if you are a close contact with someone who has developed an illness that you monitor for similar symptoms and self isolate **immediately** if you start to develop any symptoms. Close contacts do not have to self isolate.

Testing Guidelines

The CSI Pacific Return To Sport document will be updated such that any changes to the testing services offered, general procedures, occupancy, laboratory set-up/flow, as well as the required and recommended PPE are outlined. These updates will be circulated and posted to our COVID-19 home page. At this time, testing is still available, if required.

Training Guidelines

Scheduled training will continue – schedule to be communicated by S&C coaches. No restrictions on capacity for size of training group. At this time it is allowed for groups to mix

It is no longer mandatory for staff working with athletes in the gym to wear medical masks while training occurs

Travel

Travel is a time of increased risk of developing an illness, due to the significant increase in the number of people that are in an indoor space in the airport or bus/ferry/train station and on the plane/bus/ferry/train. We strongly recommend that all travelers where a face mask during all phases of travel to reduce your risk of contracting an illness. It is important to remember that you should maintain good hydration and fueling when travelling. You can lower your mask to eat and drink and put it back on when you have finished.

Physical Distancing

We ask that you continue to respect everyone's personal space and comfort level when at CSI Pacific, whenever possible

Paramedical Services Guidelines

It is no longer mandatory for staff working with athletes in the gym to wear medical masks while providing paramedical services

Cleaning and Sanitation

We encourage everyone to continue using and promoting proper hygiene and sanitation practices, such as cleaning all equipment and surfaces after usage.

Occupancy

All restrictions on occupancy (outside of the laboratories and para-medical rooms) will be lifted. All areas of the Whistler & Victoria CSI Pacific campuses will be open.

The success of our plan relies on how well our team follows the guidelines in place. Please bring any concerns regarding the plan or respect of the guidelines to your supervisor. Through the work of our COVID Response Team, and everyone at CSI Pacific, over the last 24 months we have been successful in maintaining a safe and secure work environment. Let's all do our best to continue this trend in the months ahead.