

- Where the risk assessment determines that it is not possible to eliminate the risks of crew members being infected by or transmitting COVID-19, trail operators should apply the following hierarchy of controls:

- 1 First Choice – Engineering Controls**  
These controls protect people from the hazard (e.g. installing barriers, work zones)
- 2 Second Choice – Administrative Controls**  
These controls change the way the trail crew works, and interacts with each other, with the public and with their equipment (e.g. physical distancing, disinfecting, tool assignment etc.)
- 3 Third Choice – Personal Protective Equipment**  
PPE controls the hazard at the crew member level. PPE is required when physical distancing cannot be maintained by administrative and engineering controls.

Where the hazard to crew members cannot be controlled by a single control method, the trail operator should apply a combination of the above controls.

- Trail operators should continue health and safety monitoring to ensure staff and volunteers follow all SWPs that are set out by the trail operator.
- Trail operators should ensure trail leaders understand their responsibility for trail crew compliance with SWPs.
- Trail operators should consider updating volunteer release forms, or creating new ones, to address COVID-19.

## 4.2 PRIORITIZE TRAIL OPERATIONS & MAINTENANCE

- Trail operators should review and prioritize all planned trail development and maintenance initiatives, and only pursue the most essential projects and initiatives. To help determine which initiatives are most essential, trail operators should ask themselves:
  - » Will not pursuing the initiative result in an unreasonable public safety risk and potential negligence?
  - » Will not pursuing the initiative result in unacceptable damage to sensitive environmental or historic resource values?
  - » Will not pursuing the initiative result in significant infrastructure damage and significantly higher costs for implementing the project in the future?
  - » Can the initiative be implemented in accordance with public health requirements and COVID-19 guidelines?
- Avoid undertaking projects on the busiest trails or during the peak use periods where possible. If not possible, consider a temporary closure of the trail or the implementation of taped off “work zones” to allow the work to be completed with limited interaction between the trail crew and the public.

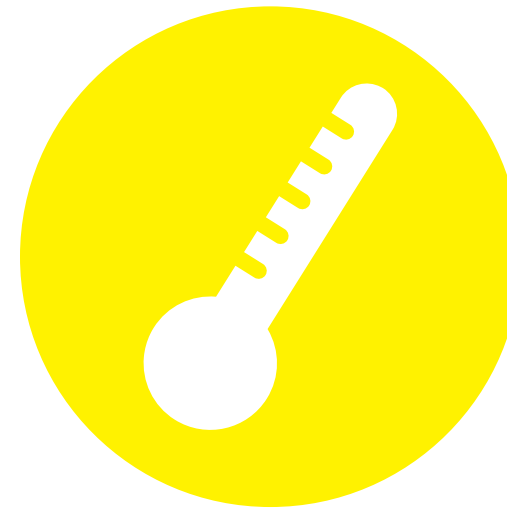
## 4.3 COMMUNICATE & TRAIN STAFF & VOLUNTEERS

- Develop and post SWPs or summary posters in the trail operator’s offices and at on-trail work sites (see [Appendix A.4](#) for an example poster).
- Notify staff and volunteers of the steps that are being taken by the trail operator to prevent the risk of transmission or infection and the role they must play (see [Appendix A.5](#)).
- Ensure all staff and volunteers are oriented to and trained in how to apply the SWPs, including physical distancing practices, sanitation and disinfecting measures, and the proper use of personal protective equipment, where required.
- Review risks and SWPs at all tailgate meetings prior to commencing work each day.

## 4.4 IMPLEMENT PREVENTION MEASURES

### 4.4.1 Screening

- Require all crew members who are feeling sick or have COVID-19 symptoms to stay home and not report to the work site.
- Screen crew members daily for COVID-19 symptoms during tailgate meetings, consider the use of a daily questionnaire or checklist that all staff and volunteers complete and signoff on prior to beginning work. For an example of a screening questionnaire, visit [Daily Fit for Work Screening Questionnaire](#).
- If a crew member reports to a work site and is sick, or becomes sick while there, isolate the member and work with them to find a safe way to get them home. All other members who have been in close prolonged contact with the person (less than 2m for 15 minutes or more) should also be isolated and safely transported home. All equipment and surfaces that individuals contacted must be disinfected. The names of all crew members the individual contacted at the worksite should be recorded.
- Encourage crew members with symptoms to complete their respective provincial or territorial COVID-19 self-assessment tool and, if possible, to get tested.
- Discourage crew members who are more vulnerable to COVID-19 from participating in trail crew work.

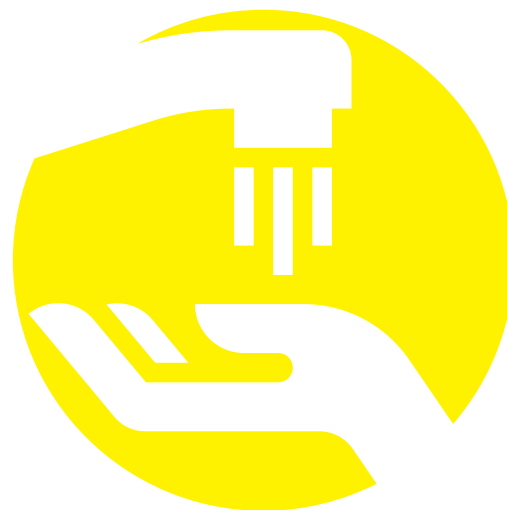
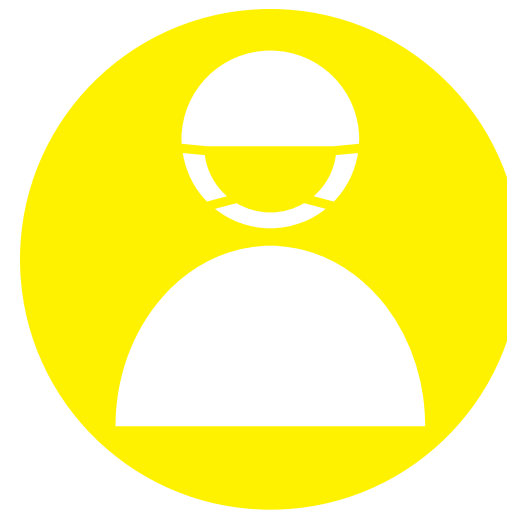
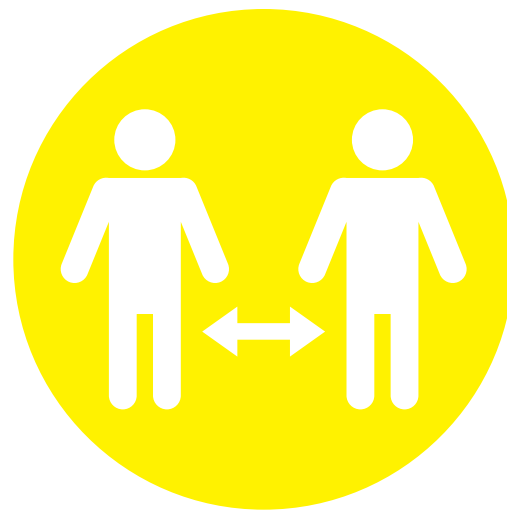


#### 4.4.2 Physical Distancing

- Limit the size of the trail crew to the minimum necessary to complete the assigned work. Be sure to adhere to provincial or territorial orders regarding the size of permitted gatherings.
- Conduct planning meetings and project orientations virtually where possible.
- Require crew members, who are not part of the same household, to remain at least 2m apart at all times.
- Discourage carpooling to / from the worksite – encourage crew members to provide their own transport where feasible. Limit group crew transport to the extent possible.
- Take steps to limit in-person contact with members of the public, land managers and contractors. Maintain a self-contained and self-sufficient work site to the extent feasible. If people outside the work crew are in proximity to the worksite, establish a “work zone” that keeps the public away from the crew members.
- Require staff and volunteers to bring their own meals, drinks and snacks. Avoid group meals, drinks and snacks.
- Discourage staff and volunteers from sharing or borrowing personal items on the worksite.
- If camped at the worksite, ensure accommodation units are kept apart and that common areas (e.g. toilets, wash areas, campfires) enable staff and volunteers to remain at least 2m apart.
- Pre-plan material orders and consider having materials delivered to the worksite by the supplier or ready for curbside pick up. Limit the number of supply trips and the number of crew members that pick up the supplies.

#### 4.4.3 Crew Hygiene

- Provide soap and water and encourage regular hand washing on site. Be sure to consider how and where soapy water will be disposed to avoid adding nutrients to nearby waterways. If a suitable supply of water and soap is not available, provide alcohol-based hand rubs containing at least 60% alcohol.
- Provide disposable towels and spray cleaners, or disposable wipes, to the trail crew to clean equipment, tools and high-touch surfaces (ensure all disinfecting solutions meet the requirements for COVID-19 as per public health guidelines).
- Encourage proper respiratory etiquette, including covering coughs and sneezes with the inside elbow of the arm and away from people.
- If portable toilets are provided on the worksite, arrange for increased disinfecting by the provider or establish a disinfecting plan that the crew will apply following each use.
- Establish clear procedures for trash collection and disposal from the worksite.



#### 4.4.4 Personal Protective Equipment

- The use of COVID-19 specific PPE in a trail worksite setting is likely to be limited. Trail operators should provide PPE to trail crew members when physical distancing and hygiene cannot be maintained through administrative and engineering controls.
- If PPE is required to control the risks, trail operators should give serious consideration to the priority and timing of the intended trail project. Rescheduling should be considered.
- If rescheduling is not an option and PPE is required, trail operators should ensure that crew members are trained on proper use of PPE and ensure all PPE is fitted correctly.
- Trail operators should continue to follow the most up-to-date public health guidelines for face covering recommendations. It is recommended that face coverings be worn in public when physical distancing cannot be maintained.
- Most public health officials recommend regular hand washing over the use of gloves to prevent transmission of or infection from COVID-19.
- Tool and activity specific reusable PPE (e.g. hard hats, face shield, hearing protection, chaps etc.) should be assigned and used by a single crew member and disinfected, in accordance with the manufacturer’s recommendations, before being used by another crew member.

#### 4.4.5 Equipment / Tool Assignment, Cleaning & Disinfecting

- Establish procedures for the cleaning of high-traffic areas and common areas in offices and workspaces.
- Assign tools and equipment (e.g. hand tools, machines, electronics, tool specific PPE) to one person, or one household, for the day. If tools and equipment must be shared between crew members from different households, they should be thoroughly disinfected before being used by another crew member.
- Require each crew member to appropriately clean and disinfect the tools and equipment they were assigned for the day using a “wipe twice” method (wipe tools with a cleaning agent to remove soil and wipe again with a disinfectant). Consider the use of a “tool / equipment log” to ensure tools are disinfected and documented.
- Ensure vehicles are disinfected regularly including after use and before a new person uses the vehicle. Focus on high-touch surfaces in the vehicles. See Appendix A.7, on steps that can be taken to clean and disinfect trail crew vehicles\*.