

# COVID-19

## PROVIDING SAFE & EFFECTIVE MEETINGS



**AS OUR WORKPLACES CONTINUE TO OPERATE THROUGHOUT THE COVID PANDEMIC IT'S IMPORTANT TO ENSURE THE SAFETY OF YOUR WORKERS DURING YOUR CREW TALKS. HERE ARE SOME SAFE PRACTICES TO CONSIDER:**

- WORKERS SHOULD MAINTAIN PHYSICAL DISTANCING OF 2M DURING THE MEETING.
- PERFORM THE CREW TALKS OUTDOORS OR ELECTRONICALLY.
- PROVIDE WORKERS WITH HANDWASHING STATIONS OR SANITIZER AND POST SIGNAGE THAT IDENTIFIES THEIR LOCATION.
- WHEN USED CORRECTLY, NON-SURGICAL FACE MASKS OR FACE SHIELDS MAY ALSO BE WORN TO REDUCE THE TRANSMISSION OF COVID19 IF WORKERS ARE NOT ABLE TO MAINTAIN DISTANCING OF 2M OR MORE.
- ANY HIGH TOUCH AREAS IN THE CREW TALK AREA NEED TO BE SANITIZED BEFORE AND AFTER THE MEETING.
- EMPLOYERS MUST BE VIGILANT TO ENSURE NO WORKERS WITH COVID 19 SYMPTOMS, (SORE THROAT, FEVER, SNEEZING OR COUGHING), ARE PRESENT IN ANY WORKPLACE.



**BC Forest Safety**

Safety is good business

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### COVID 19 MAY HAVE ADDED AN ADDITIONAL LAYER OF WORKER CONCERNS DURING YOUR WORKPLACE CREW TALKS.

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**START OF EACH CREW TALK BY REMINDING THEM OF THE VARIOUS SAFETY PRECAUTIONS THAT WILL KEEP THEM SAFE.**

**ASK YOUR WORKERS TO CONTRIBUTE THEIR IDEAS OR CONCERNS ABOUT COVID 19 AT THE START OF EACH CREW TALK AND ADDRESS THEM BEFORE COVERING THE SAFETY TOPIC FOR THAT DAY.**

**ENCOURAGE YOUR WORKERS TO ACTIVELY PARTICIPATE DURING THE CREW TALKS BY:**

- **ARRIVING PREPARED WITH BRIEFING NOTES AND SOME QUESTIONS TO ASK**
- **ASK WORKERS TO TURN OFF THEIR PHONES OR PUT THEM DOWN**
- **CLEARLY COMMUNICATE SHORT, CONCISE POINTS**
- **DON'T LECTURE BUT ASK QUESTIONS THAT WILL ENCOURAGE YOUR WORKERS PARTICIPATION**
- **CALL UPON VOLUNTEERS TO CONTRIBUTE, ENCOURAGING ALL WORKERS TO SHARE THEIR EXPERIENCES AND IDEAS**
- **BE SINCERE AND LEAD BY EXAMPLE. NEVER FAKE IT. IF YOU DON'T KNOW THE ANSWER TO A QUESTION, ASSURE THEM YOU WILL FIND IT, AND FOLLOW UP WITH THEM IN A TIMELY FASHION**
- **THANK THEM FOR THEIR ATTENTION AND CONTRIBUTIONS AT THE END OF EACH MEETING**

