



FCHA – Fishermen’s Wharf

COVID–19 Safety Plan

1. Control Measures for Customer Interactions:

- If customers or guests are sick, or have been exposed to anyone who may be displaying symptoms of COVID-19, we ask that they refrain from visiting the office or any on-site facilities until they are symptom-free for a period of 14 days.
- Regularly clean and disinfect high contact surfaces with a “Quat” sanitizer or similar proven disinfectant to avoid surface contamination.
- Maintain 2m distance from staff, customers, guests and contractors while on-site.
- Customers may access the office through the front door into the “service area” protected by a plexiglass screen to reduce the chance of person to person transmission. Only 1 person or family/boat group may be allowed into the service area at one time. This area to be maintained and disinfected regularly to further reduce the chance of transmission.
- Provide options for staff/customers/guests to sanitize/disinfect all multi-use equipment like dock carts and dollies to avoid spreading any potential contaminants.
- Staff to disinfect all tools/equipment that is lent out once returned or before lending to the next customer/guest
- Customers encouraged to make payments through on-line or over the phone transactions to reduce face to face interactions.
- Vessels/guests looking to tie at Fishermen’s Wharf must have been in Canadian Waters for no less than 14 days prior to tying at the facility.

2. Control Measures for Staff and Security:

- If an employee is feeling or displaying any of the known signs of COVID-19 or if they come into contact with anyone known to have COVID-19 or symptoms of such, they are advised to stay at home and self quarantine until they are symptom free for a minimum of 14 days prior to returning to work.
- If an employee begins to feel sick during their shift, they are to inform management and safely assessed for symptoms related to COVID-19 and be sent home if any signs are present to quarantine until symptom-free for 14 days.
- Close the office workspace to all outside personnel/contractors unless expressly invited inside.
- Maintain a “social distance” where possible among staff while in the office and out on-site. Close quarters make for difficulty at times but all feasible measures to provide distance or barriers between staff should be observed, i.e. installation of plexiglass barrier between two work stations in front office and limiting the kitchen area to 1 staff member at a time.
- One workstation designated as multi-person use, other workstations single person use, to reduce the risk of possible exposure. Workstations kept clear of clutter and sanitized regularly.
- Gloves and Face coverings provided for use to employees.