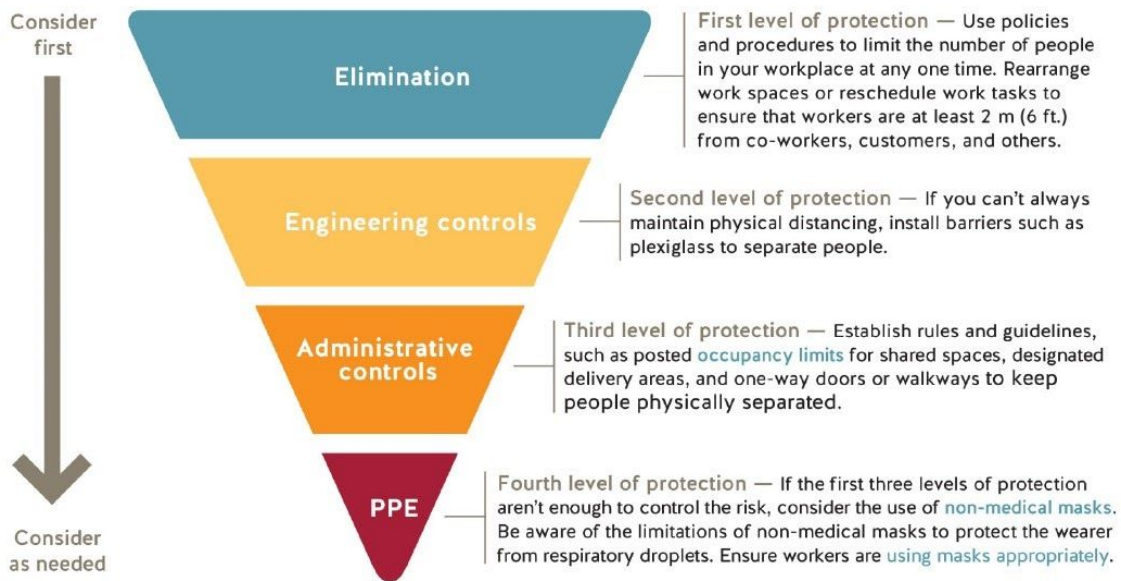


COVID-19 Safety Plan



Payment and Checking in

- Cash will be handled with gloves only
- Contactless payment is preferred - payment is accepted prior to arrival

Escape Room (Puzzle Room) Protocols

- Employees will maintain minimum 2m distance when introducing the room
- Guests are asked to wash hands and/or sanitize upon entry
- Guests are asked to please wear gloves and masks at all times in the room
- When requesting clues, guests are asked to clear the door so the employee can come in and deliver the clue
- Rooms will be monitored remotely by staff
- Times between bookings have been extended to allow for proper sanitizing of items and common areas
- Bookings will be private - only one group will be in the room at once

Games Lounge Protocols

- Games Lounge is suspended until further direction from the Provincial Health Office

Virtual Reality Protocols

- Virtual Reality is suspended until further direction from the Provincial Health Office

Cleaning and Hygiene Policies

- We have reviewed the information on cleaning and disinfecting surfaces.
- Our workplace has enough handwashing facilities on site for all our workers. Handwashing locations are visible and easily accessed.
- We have policies that specify when workers must wash their hands and we have communicated good hygiene practices to workers. Frequent handwashing and good hygiene practices are essential to reduce the spread of the virus.
- We have implemented cleaning protocols for all common areas and surfaces — e.g., washrooms, tools, equipment, vehicle interiors, shared tables, desks, light switches, and door handles. This includes the frequency that these items must be cleaned (number of times per day) as well as the timing (before and after shift, after lunch, after use).
- Workers who are cleaning have adequate training and materials.
- We have removed unnecessary tools and equipment to simplify the cleaning process and limited access to our facilities.

General Policies

- Our workplace policies ensure that workers and others showing symptoms of COVID-19 are prohibited from the workplace.
- Anyone who has had symptoms of COVID-19 in the last 10 days. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- Anyone directed by Public Health to self-isolate.
- Anyone who has arrived from outside of Canada or who has had contact with a confirmed COVID-19 case must self-isolate for 14 days and monitor for symptoms.
- Visitors are prohibited or limited in the workplace.
- First aid attendants have been provided OFAA protocols for use during the COVID-19 pandemic.
- We have a working alone policy in place
- Ensure workers have the training and strategies required to address the risk of violence that may arise as customers and members of the public adapt to restrictions or modifications to the workplace. Ensure an appropriate violence prevention program is in place.
- Our policy addresses workers who may start to feel ill at work. It includes the following:
 - Sick workers should report to first aid, even with mild symptoms.
 - Sick workers should be asked to wash or sanitize their hands, provided with a mask, and isolated. Ask the worker to go straight home. [Consult the BC COVID-19 Self-Assessment Tool, or call 811 for further guidance related to testing and self-isolation.]
 - If the worker is severely ill (e.g., difficulty breathing, chest pain), call 911.
 - Clean and disinfect any surfaces that the ill worker has come into contact with.

Communication Plan

- We have a training plan to ensure everyone is trained in workplace policies and procedures.
- All workers have received the policies for staying home when sick.
- We have posted signage at the workplace, including occupancy limits and effective hygiene practices.
- We have posted signage at the main entrance indicating who is restricted from entering the premises, including visitors and workers with symptoms.
- Supervisors have been trained on monitoring workers and the workplace to ensure policies and procedures are being followed.

Updates

- We have a plan in place to monitor risks. We make changes to our policies and procedures as necessary.
- Workers know who to go to with health and safety concerns.
- When resolving safety issues, we will involve joint health and safety committees or worker health and safety representatives (or, in smaller workplaces, other workers).

Ongoing Maintenance

- We have a training plan for new staff.
- We have a training plan for staff taking on new roles or responsibilities.
- We have a training plan around changes to our business, such as new equipment, processes, or products.
- We have identified a safe process for clearing systems and lines of product that have been out of use.