

Temporary Foreign Worker Application Form Checklist Updated: 08-21-2020

Company Name:				
Name:		Date:		
Item		Yes	No	Reference Document
Declarations				
Q.1	I have downloaded and read the Province of BC's COVID-19 requirements, Protecting BC Farmers and Farm Workers During the COVID-19 Pandemic.			Document 1
Q.2	I have completed a COVID-19 workplace Risk Assessment (RA) of my farm operation			Document 2
Q.3	I have created a COVID-19 Infection Prevention and Control Protocol (IPC)			Document 3
Before workers arrive at your farm, please certify				
Be COVID-19 Aware				
Q.4	I have signage in place in the appropriate language on how workers can protect themselves from COVID-19.			Document 4
Q.5	I have someone identified (COVID-19 Coordinator) that workers can go to if they have questions on COVID-19.			Document 5
Provide safe lodging and accommodation for all workers				
Q.6	Common areas allow physical distancing of 2m / 6ft at all times.			No document
Q.7	Beds in the right configuration with the right distance apart.			No document
Provide self-isolation space if any worker comes down with COVID-19-like symptoms				
Q.8	I understand what is needed for a person to self-isolate.			Document 8
Q.9	I have separate accommodation to let a worker self-isolate away from other workers or have arranged for separate accommodation.			Document 9
Make sure laundry facilities are available and handled safely				
Q.10	I have laundry services available for regular use.			No document
Practice good waste management at your work site and housing				
Q.11	I have disposable gloves for the handling of garbage or there is access to hand hygiene facilities either through hand hygiene stations or the provisions of hand sanitizer.			No document
Q.12	I have a waste removal schedule.			Document 12
Q.13	I have sturdy, leak resistant garbage bags.			No document
Have proper hand-washing facilities at your work site and housing				
Q.14	I have an adequate number of hand washing sinks available to workers			No document
Q.15	There is an appropriate supply of warm water for all sinks.			No document
Q.16	I have provided plain soap.			No document
Q.17	I have provided disposable paper towels.			No document
Q.18	I have put up signs to promote regular hand washing.			Document 18
Create and maintain physical distancing barriers				
Q.19	I have sleeping arrangements that maintain physical distancing or use physical barriers.			No document
Q.20	I have physical barriers like face shields or masks for situations where physical distancing is not possible.			No document

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Have a cleaning and disinfecting schedule				
Q.21	I have a schedule to ensure common and high touch areas are cleaned or disinfected at the start and end of each day.			Document 21
After temporary foreign workers arrive at your farm				
Train workers on COVID-19 infection control				
Q.22	I have materials ready on the risk of exposure of COVID-19 and the signs and symptoms of the disease.			Document 22
Q.23	I have materials ready on hand washing, physical distancing, and cough/sneeze etiquette.			Document 23
Q.24	I can provide locations of hand washing facilities, including dispensing stations for alcohol-based hand rubs.			Document 24
Q.25	I have materials ready on how to seek first aid.			Document 25
Q.26	I have materials ready on how to report an exposure to or symptoms of COVID-19 (to COVID-19 Coordinator)			Document 26
Prepare meals and practice safe food handling				
Q.27	I have schedules in place for kitchen/eating areas to limit contact and maintain 2 metre physical distancing.			Document 27
Q.28	Each worker has their own dishware, utensils and drinking cup or provided disposable alternatives (no sharing)			Document 28
Q.29	Used dishware will be washed immediately.			Document 29
If workers become ill at the farm				
Q.30	I have the facilities to promptly separate and self-isolate the individual from others in their own accommodation			No document
Q.31	I am prepared to provide individuals exhibiting symptoms of COVID-19 with a surgical/procedural mask or tissues to cover their mouth and nose.			No document
Q.32	I am prepared to direct the person to call HealthLinkBC (8-1-1).			Document 32
Q.33	I am prepared to clean and disinfect any rooms that the person has been in while symptomatic.			Document 33
Q.34	If commercial accommodation is being used to self-isolate, then I will inform management of the situation and necessary requirements.			No document
Notes:				
<ol style="list-style-type: none"> All procedures will be reviewed in depth in the event of an outbreak. Ensure your RA and IPC accounts for all tasks in which workers may be exposed to COVID-19 Inspectors will take pictures for proof of compliance (PPE, cleaning supplies, housing, communal areas, laundry facilities, kitchen, signage, RA/IPC) You should receive a call within 24 hours of submitting application. If you do not receive a reply from an inspector within 48 hours, please contact WALL at toll free: 1-866-522-3447 Documents available at AgSafeBC.ca 				
Application Link:				
https://farmoperatorscreening.gov.bc.ca/				