



COVID-19 WORKER INFORMATION PACKAGE

KEYYASK GENERATION PROJECT

243954-0120-XXXXXX-REF- COVID-19 Workers Information Package – KCR06

Prepared by:

Reviewed by:

Approved by:

Network: 243954

Activity: 0120

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1 OVERVIEW

On behalf of the Keyask Project, Manitoba Hydro, and our contractors, we thank you for your willingness to bring and/or return your skills and abilities to the project. Preventing the spread of COVID 19 has emerged as a top priority of Manitoba Hydro. To do this, we are considering alternate ways to work with employees to assess, screen, isolate, and mitigate the risk of spreading COVID 19.

The Keyask project is returning to standard worker rotations after our travel restrictions. There are enhanced site access processes and expectations in response to the COVID-19 situation in Manitoba. This is established in consultation with the Provincial health authorities and will be updated as the situation evolves in the Province.

To maintain the health and wellbeing of our workers, reduce the risk of COVID-19 being introduced to the project site, and to prevent its spread to local communities, individuals returning to site may be subject to the following enhanced safety protocols:

- Screening questionnaires and declarations
- Periods of self-monitoring, self-isolation, and/or isolation
- COVID-19 screening test
- Adherence to all applicable airline travel protocols
- Maintaining appropriate physical distancing / social distancing protocols
- Appropriate hygiene practices of handwashing, sneezing into your arm, etc..
- Adherence to the transportation guidelines established by your employer, and the shuttle and charter services used

The following document will provide guidelines and information you require as an employee who has self-isolated at home, or in a hotel setting, as necessary prior to COVID-19 screening tests and transportation to site.

For more information, please contact your employer’s Designated Contractor Representative or Test/Day of Travel contact.

2 PURPOSE

Manitoba Hydro is committed to providing a safe and healthy work and travel environment during a pandemic through proper planning and preparedness measures for the prevention and control of exposure to pathogens including COVID-19. The purpose of this information package is to support practices to mitigate the risk of contracting COVID-19 while travelling to and from Keyask Generation Project Site in air charters, hotels, busses, or other vehicles and while on Site, and to prevent the spread of COVID-19 to or on Site.

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3 DEFINITIONS

Cleared

Worker has completed a COVID-19 screening test and is permitted to work/travel on site.

Isolation

You must stay at a single location i.e. home, hotel room, camp room and stay away from other people. You must isolate if **any** of the following apply:

- you have been diagnosed with COVID-19, or are waiting to hear the results of a lab test for COVID-19
- you have symptoms of COVID-19, even if mild
- **you live with, or** have been in contact with a suspected, probable or confirmed case of COVID-19
- you have been told by public health that you may have been exposed to COVID-19
- you have returned from travel outside Canada with symptoms of COVID-19 (mandatory)

Medical Services

the area at Keeyask camp that contains Emergency Medical Services paramedics and the Nurse Practitioners

Not-Cleared

Worker has completed a COVID-19 screening test and is not permitted to work/travel on site.

Nurse Practitioner

(NPs) are registered nurses who have additional education and nursing experience, which enables them to: Autonomously diagnose and treat illnesses, order and interpret tests, prescribe medications, and perform medical procedures.

Physical Distancing (“Social” Distancing)

Maintaining at least a 2-meter distance between you and others wherever, and as best as, possible.

Recovered

Individual no longer ill with the virus (as determined by provincial health authorities)

Self-isolation

You must stay at a single location i.e. home, hotel room, camp room and stay away from other people. Self-isolate applies if you have **no symptoms** and **any** of the following apply:

- you are traveling to the Keeyask Project
- you are returning from travel **outside of Canada**

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- out of province and will be traveling to Manitoba
- **you live with, or** had contact with someone who has or is suspected to have COVID-19
- you have been told by the public health authority that you may have been exposed and need to self-isolate

Self-monitor

to record your temperature twice daily, as well as monitor your general well-being to see if/when other symptoms develop (e.g., cough, sore throat, runny nose, shortness of breath and difficulty breathing).

Shared Health Screening Tool

screening is a series of questions asked to see if a person who has recently traveled or been exposed to an ill person has symptoms of the illness

Vulnerable Populations

Vulnerable populations may include individuals who are at risk of more severe disease or outcomes, including:

- older adults (increasing risk with each decade, especially over 60 years)
- people of any age with chronic medical conditions (for example: lung disease, heart disease, high blood pressure, diabetes, kidney disease, liver disease, stroke or dementia)
- people of any age who are immunocompromised, including those with an underlying medical condition (for example, cancer) or taking medications which lower the immune system (for example, chemotherapy)
- people living with obesity (BMI of 40 or higher)

4 SELF-ISOLATION FOR ALL WORKERS

The prevention of COVID-19 is a key priority to Manitoba Hydro, its contractors and community partners, the Province of Manitoba and each of the Canadian Provinces. These enhanced safety measures are designed to help prevent the spread. It is very important that we all do what we can to prevent the transmission. Your adherence to these expectations provides the best opportunity to keep you and those around you from contracting the virus.

International travelers, immediately prior to returning to work, will self-isolate in accordance with the federal government of Canada regulations at the designated location within **Canada Winnipeg**. Isolation shall be adhered to following the Manitoba Health guideline (refer to Appendix A). This will remain in place unless otherwise notified.

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Inter-provincial travelers, immediately prior to returning to work, you will be required to self-isolate for the currently required period. The self-isolation period shall be determined by Manitoba Hydro and communicated to contractors. This period of self-isolation shall be at home or in a designated Winnipeg location, or combination thereof. The requirement also includes you to self-monitor and follows the Manitoba Health guideline (refer to Appendix A). This will remain in place unless otherwise notified.

Manitoba travelers, immediately prior to returning to work, you will be required to self-isolate for the currently required period. The self-isolation period shall be determined by Manitoba Hydro and communicated to contractors. This period of self-isolation shall be at home or in a designated Winnipeg location, or combination thereof. The requirement also includes you to self-monitor and follows the Manitoba Health guideline (refer to Appendix A). This will remain in place unless otherwise notified.

During self-isolation, self-monitoring is required. Self-monitoring includes taking your temperature twice daily. You are also required to use the self-monitoring process form to record your temperature and any other symptoms you may experience during the self-isolation period.

4.1 TIPS FOR ISOLATING AT HOME OR A DESIGNATED HOTEL

As noted in section 4, workers are required to self-isolate at home and/or at a designated hotel prior to travel to the project site based on the existing restrictions in place. This may differ from time to time and change based on the current status of COVID 19. When required to self-isolate, please follow these instructions:

- Stay in your home or hotel room as much as possible to avoid exposure;
- Use delivery services for food and other supplies as much as possible;
 - Hotels usually have information on local vendors for your consideration
- Use pre-pay options as much as possible to reduce unnecessary contact from deliveries
- Adhere to physical distancing when receiving deliveries to your location;
- In the event you must leave your location, ensure you do so individually, adhere to physical distancing, 2m/6ft while outside of your room, and return as quickly as possible, etc.;
- Wear a non-medical mask at all time in public places

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4.2 EXPECTATIONS AS A GUEST AT THE DESIGNATED HOTEL

- Conduct yourself in a safe and profession manner during your stay at the hotel. You are a representative of the Keeyask project, its contactor partners, and Manitoba Hydro;
- Three meals per day will be provided at the designated hotel at no cost to the employee;
 - Any individually purchased meal(s) will not be reimbursed
- You are responsible for providing any required deposit at the hotel, for any incidentals that may be charged to your room such as movie/game rentals, hotel phone calls, room damage, snacks, room service, sundries, etc. These items are not reimbursable;
- All applicable rules in the Keeyask Project Site and Camp Rule Book shall apply.
- Hotel personnel and security are instructed to report acts of misconduct to Manitoba Hydro and/or your employer and are subject to progressive discipline and/or camp rule management.

5 ABOUT THE SCREENING FACILITY

It is the workers’ responsibility to arrive at the designated screening location, which is at the **Holiday Inn Express Winnipeg Airport, located at 1740 Ellice Ave.,** Winnipeg, MB.

5.1 WHAT TO KNOW ABOUT THE SCREENING FACILITY

- Requirement to be at the testing facility prior to **7:00 a.m. the day of travel** to site, unless directed otherwise;
- The testing facility will be set up within the ballroom which will be well marked;
 - Workers must use the East side of hotel banquet doors. Do not enter through the front entrance of the hotel.
- Please bring your luggage to the ballroom as Perimeter Air/Calm Air will complete their check in process after you have been screened. The charter service will have a representative at the hotel;
- If flying Fast Air, check-in will be completed at the air charter hanger prior to travel.
- It is recommended to take a taxi, where applicable, to the screening location;
- If a taxi is not an option, it is recommended to park your vehicle as directed by your contractor and take a taxi or shuttle to the screening location. You will not be permitted to drive your vehicle to the charter service once the screening process has been completed;
- It is recommended to have additional time to locate parking at an applicable location, in the event of an unforeseen delay.

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6 DAY OF TRAVEL TO SITE

6.1 CONSIDERATION FOR GETTING TO SCREENING FACILITY AND PARKING

On the day of site travel, all workers are expected to be at the testing location by 7:00 a.m. as established by Manitoba Hydro. For workers residing in Manitoba arriving on the day of the COVID-19 screening test, please consider your method of transportation, parking, and the requirement to take a shuttle from the testing facility to the air charter service. If your residence in Manitoba is outside reasonable and safe driving distance from the screening location, please approve reserving a room at the designated hotel with your contractor, in advance.

Your employer will identify the specific information regarding screening time and location (7:00 a.m. daily at the Holiday Inn Express Winnipeg Airport, located at 1740 Ellice Ave.) as well as shuttle and charter information to you in advance.

6.1 WHAT YOU NEED TO KNOW ABOUT COVID SCREENING AND DAY OF TRANSPORTATION

- At the COVID-19 screening location, workers are required to:
 - provide identification (examples include driver’s license, passport, birth certificate, or medical card);
 - complete a consent form;
 - complete a declaration;
- Workers will then be screened for COVID 19 via a nasal swab sample. The collection will take only a few moments;
- Be prepared to be at the testing location for roughly 6 – 7 hours; this is how long it takes to gather, process, and receive results for everyone being screened;
- Once screening is completed, you will not be permitted to leave the premises.
- After screening you are required to check-in with the airline which includes having your luggage weighed. If flying Fast Air check-in will be completed at the air charter hanger the day of travel.
- Once the flight check-in is completed you will be required to stay at the testing location until cleared to travel to site;
- Physical distancing measures will be implemented and must be followed during the screening and waiting period. The area for screening and waiting will have enough space to ensure you can maintain physical distancing;
- Coffee, tea, water, breakfast and lunch will be provided at the COVID-19 screening location;
- It is advised you bring any preferred snacks or beverages with you when you report for screening;
- Once the COVID-19 screening results are confirmed:
 - if you are cleared to travel, you will be transported to the air hangar

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- if you are not cleared to travel, your contractor representative will notify you, and you will not travel to site

Your employer is responsible for transportation to the air charter service, which is expected to depart from an air charter hanger, not the Winnipeg Richardson International Airport. Your employer is responsible to arrange for shuttle services to site, as normal. Assigned seating or a record of seating is required. Any further information can be obtained from your Contractor Test/Travel Day rep in Winnipeg.

Use of applicable face masks and/or physical distancing practices must be followed while in transit, as identified by the airline service.

6.2 LUGGAGE

Perimeter Air and Calm Air will be set up at the testing location, workers will be required to check in and have luggage weighed and complete the air charter screening requirements.

If you are cleared to travel, you will take your luggage with you, after you have checked in and had the airline weigh it, on the shuttle to the air terminal. The shuttle will go directly to off load plane side.

If flying Fast Air check-in will be completed at the air charter hanger the day of travel.

6.3 GILLAM AIRPORT

When landing at Gillam Airport, only deboard the plane when instructed to do so.

7 TRAVEL PROCESS FOR DRIVERS/SHUTTLE

Northern shuttle transport from Gillam, TCN, and Thompson

7.1 NMS SHUTTLE

- Upon approaching the NMS Shuttle, shuttle passengers receive a non-medical mask by the NMS Teamster;
- Shuttle passenger must wear a mask prior to getting on the shuttle. The mask must be worn covering the mouth/nose during transport and continue to do so until they are in their temporary room;
- Upon arriving at Camp, the shuttle will go directly to the back of the EMS receiving area;
- Individuals will exit the bus one at a time where they will be required to complete:
 - Screening Questionnaire;

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- COVID-19 screening test;
- Provided with their temporary dorm room card;
- Once complete, the individuals will re-board the waiting shuttle;
- The shuttle will transport all passengers to the search trailer for baggage search;
 - Individuals off shuttle in groups of 4, once search completed, board the bus again.
- The shuttle will then drive to the back of isolation dorm where passengers will enter and go directly to their temporary room until test results are received.

7.2 SELF-DRIVERS

Park vehicle at start-up-camp parking lot, await Shuttle to main camp

- Upon approaching the NMS Shuttle, the shuttle passengers receive a non-medical mask by the NMS Teamster;
- Shuttle passenger must wear a mask prior to getting on the shuttle. The mask must be worn covering the mouth/nose during transport and continue to do so until they are in their temporary room;
- Once the shuttle departs, there will be no additional pick-ups at the gate – no exceptions;
 - Drivers who show up after the 10:00 hrs. pick-up time will be turned away at the Security Gate.
- Upon arriving at Camp, the shuttle will go directly to the back of the EMS receiving area;
- Individuals will exit the bus one at a time where they will be required to complete:
 - Screening Questionnaire;
 - COVID-19 screening test;
 - Provided with their temporary dorm room card;
- Once this is done, the individuals will re-board the waiting shuttle.
- Shuttle will transport all passengers to the search trailer for baggage search;
 - Individuals off shuttle in groups of 4, once search completed, board the bus again.
- The shuttle will then drive to the back of isolation dorm where passengers will enter and go directly to their temporary room until test results are received.

All drivers South of the project will not be permitted to be dropped off at the Guard Shack. Pickups will be at the Airport as per the NMS shuttle schedule.

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7.3 SHUTTLE TRANSPORTS FOR WINNIPEG FLYERS

- Shuttle picks up at identified time;
- Face covers/masks are required;
- Individuals are dropped off at the Search Shack as per standard process.

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8 OTHER RESOURCES

Manitoba Shared Health

www.sharedhealth.mb.ca

Manitoba Health Links

204-788-8200

<https://misericordia.mb.ca/programs/phcc/health-links-info-sante/>

Manitoba Health, Seniors and Active Living

<https://www.gov.mb.ca/health/publichealth/index.html>

Keyask Nurse Practitioner

204-778-4949

Keyask Security

204-778-3938

Northern Health Region

<https://northernhealthregion.com/>

Emergency Medical Services

204-778-4900