

JIBC COVID-19
RECOVERY FRAMEWORK

June
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STATEMENT OF PURPOSE

The JIBC is committed to a successful recovery of all operations stemming from this global pandemic that has disrupted both domestic and international student learning. Learning continuity and the resumption of all programming and applied research activities are at the forefront of JIBC's recovery actions with recovery planning in the context of provincial guidelines and ensuring that our recovery and safety plan is safe, practical and sustainable.

The purpose of the high-level Recovery Framework and Safety Plan is to provide a framework for JIBC to use for its institutional, operational and program planning through this recovery phase.

The key elements of the JIBC recovery framework include:

- 1) A vision for recovery that is clear, collaborative and inclusive of all stakeholder groups
- 2) Pan-Institute coordination and communication of recovery plans
- 3) Establishment of priorities for recovery of operations
- 4) Continuous identification of risks and opportunities

VISION FOR RECOVERY

The JIBC will safely implement operational models for essential training activities and leverage lessons learned to retain and enhance the position of the JIBC as Canada's Leading Public Safety Educator. We will continue to drive innovation, relevance and enhance efficiencies in support of students and our provincial mandate.

OBJECTIVES

Response, Recovery and Prevention of further disruptions are key to ensuring the health and safety of the JIBC community as we plan for the future and our ability to pivot in the event of a recurrence of COVID-19 or any other disruption to learning continuity.

SCOPE

The JIBC COVID-19 recovery framework is intended to support recovery planning, management and operations from a JIBC pan-Institute perspective as we move through the four phases of responding to the COVID-19 crisis (Reaction, Resilience, Recovery and New Reality).

Four phases of responding to the COVID-19 crisis



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GUIDING PRINCIPLES

- JIBC will protect the health, safety and well-being of students, staff and faculty.
- JIBC will communicate decisions and guidance as early and broadly as possible.
- JIBC will leverage opportunities to innovate and reimagine program offerings in alternate ways of delivery.

CRISIS IMPACT SCALE

JIBC Senior Management Council and the COVID-19 EOC will lead in the recovery planning and implementation as the Institute responds to external decisions and factors to either increase or decrease restrictions on our operations in a coordinated manner. Decisions will be based upon policy directions from the Sector Health and Safety Plan; the Ministry of Advanced Education, Skills and Training; the Ministry of Health (Health Authorities where JIBC campuses are located), the Provincial Health Officer; WorkSafeBC, legal counsel, and information from the BC Association of Institutes and Universities (BCAIU).

RECOVERY MANAGEMENT STRUCTURE

As we move forward in our recovery planning, all activities will be centrally coordinated to ensure pan-Institute collaboration and cooperation and to reduce duplication of any work efforts. The JIBC COVID-19 EOC has been following a hybrid model of our emergency management framework.

The Recovery Management Structures and Teams providing Inputs include:

- Executive Team (Decision Makers)
- Senior Management Council (Advisory)
- COVID-19 EOC (Information Sharing)

RECOVERY PLANS

Regarding resumption of face-to-face interactions, it is important for the JIBC to consider the following:

- Ensure compliance with direction from the Provincial Health Officer and WorkSafeBC;
- Continue to seek approval through JIBC's internal processes for risk assessment and Occupational Health and Safety;
- Consider constraints related to the use of PPEs and possible supply chain issues; and,
- Work with other post-secondary institutions, either directly or through our applicable sector associations to coordinate our approach, where feasible.

JIBC's recovery planning is based on the Sector Health and Safety Plan; the Ministry of Advanced Education, Skills and Training; the Provinces' Guiding Principles; WorkSafeBC safety guidelines; and the impact of recovery on the Institute as a whole and includes the following Core Guidelines from BC's COVID-19 Go-Forward Strategy, May 6, 2020:

(1) Personal Self Care

- *No hand shaking.*
- *Practice good hygiene.*
- *Maintain reasonable physical distance when out in the community and use a non-medical mask or face covering in situations where reasonable physical distancing cannot be maintained.*
- *If employees have the symptoms of a cold, flu, or COVID-19, instruct them to stay at home and encourage them to keep a safe distance from others until those symptoms have completely disappeared.*
- *Encourage employees who are at greater risk (>60, compromised immune system, have underlying chronic medical conditions), to take the necessary precautions.*

(2) Social Interactions

Maintain regular social contact with extended family or small groups of friends –but only in small groups (around 2-6 guests) while maintaining a safe physical distance. These considerations are especially important when visiting people who are more vulnerable to the health impacts of COVID-19.

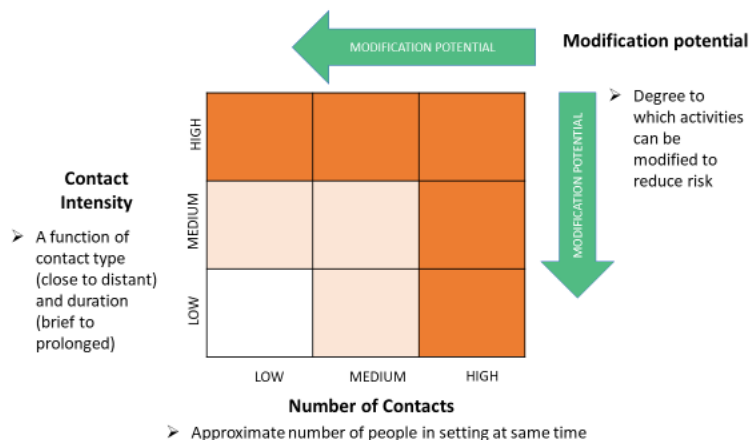
(3) Organizations and Public Institutions

The risk of transmission in organizational settings and public institutions is subject to two variables that we need to modify in order to reduce the transmission risk:

- a) *Contact Intensity (how close you are to someone and for how long);*
- b) *Number of Contacts (how many people are in the same setting at the same time).*

Modifying from high to low can be based on a range of actions:

- Physical distancing measures –to reduce density of people
- Engineering controls –physical barriers, increased ventilation
- Administrative controls –rules and guidelines
- Non-medical masks



4) Workplace

- *Actively promoting and monitoring personal self-care actions in our organization.*
- *Actively promoting and implementing the core measures for managing social interaction in our organizational settings in congregate social areas (kitchens, staff room, canteens, and shared public spaces).*

- *Ensuring there are processes in place for staff, faculty and students involving routine screening/questions for symptoms checking.*
- *Requiring and sustaining higher levels of frequent cleaning of “high touch” areas in workplaces and retail outlets throughout the day and the availability of hand sanitizer stands at entrances or around workplaces and shops.*
- *Where appropriate and practical, increasing the use of temporary physical barriers such as Plexiglas.*
- *Determining how we can support and accommodate higher-risk populations, including those 65+ and those with underlying medical conditions.*

5) Offices

- *Where feasible, we will continue to encourage employees to work from home part of the time in order to reduce “contact intensity” and the number of “contacts” in the workplace.*
- *Where this is not feasible or in addition to implementing working from home provisions, we will enable employees to have less contacts by:*
 - *Using staggered shifts or work hours for individuals or groups.*
 - *Having teams work together virtually or in small team task groups.*
 - *Forgoing in-person group meetings as much as possible.*

COVID-19 SAFETY PLAN (EXPOSURE CONTROL PLAN)

The JIBC COVID-19 Safety Plan (Exposure Control Plan) is intended to support all operations with emphasis on JIBC staff who could be exposed to the COVID-19 virus while doing their assigned work. In addition it sets out provisions to reduce likelihood of transmission for the larger JIBC community, including contractors and students, during JIBC activities. Please see attached COVID-19 Safety Plan (Exposure Control Plan).

Adapted from:

- (1) BC’s Covid-19 Go-Forward Strategy (MOH) May 6, 2020;*
- (2) SFU COVID-19 Recovery Framework May 6, 2020;*
- (3) KPMG Covid-19: Return to the workplace – A guide for Employers, May 2020.*