

Velo NB Covid-19 Operational Plan

The following Operational Plan is intended to provide guidance on hosting events, rides, training, and other sanctioned/organized activities for cycling in the Province of New Brunswick. We understand that there will be situations where not all these recommendations are able to be implemented at your activity (washrooms, common areas, etc...). This plan is in place to cover a large range of cycling related activities. Use this template, and fill in the "Details of Implementation" column for your cycling activities. Please follow the advice provided by the Province of New Brunswick if there is no indication on this plan of situations that arise.

A copy of your plan will be needed on site for your activities, as well as provided to Velo NB.

Please make sure you are using the most up to date Operational Plan from Velo NB. If there are questions, please direct them to the Executive Director at this time. We are here to help make sure that cycling is a safe avenue for all to participate in.

Chris Foster
Executive Director
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Action Items	Resources (Examples, Templates, Guidance Documents)	Details of Implementation (PPE Specifics, Frequency, Policy Name, Process, etc.)	How is it communicated? (Poster, Training, Verbal Notice)	Status (Done, In Progress, Not Started, N/A)
Public Health Requirements - Are to be followed at all events, rides, and sanctioned/organized activities were appropriate.				
Physical Distancing				
Implement a two-metre physical distance protocol where needed.	Physical Distancing			
<ul style="list-style-type: none"> Consider both participants and visitors/guests. 				
<ul style="list-style-type: none"> Arrange registration/on site activities to promote the two-metre rule. 				
<ul style="list-style-type: none"> Provide visual cues where needed (ensure two-metre markings on floor, directional movement, etc.). Determine if installation of physical barriers such as partitions or Plexiglas is feasible or needed. 				
Establish a protocol to ensure people don't congregate in groups larger than recommend by the province. (Limiting numbers in planned activities. Staggered start/finish and break areas as needed, virtual rather than in-person registration, limit access to common areas, etc.).	WorkSafeNB FAQ			
Evaluate options to spread people onsite at the activity.				
Evaluate the risk of participants coming closer than two metres in all parts of the activity.				
Hand and Respiratory Hygiene				
Promote frequent handwashing.	Handwashing Poster			
Have hand-wash stations available and equipped with running hot/cold water and adequate soap and paper towel.				
Have minimum 60% alcohol-based hand sanitizer available.	Hand Sanitizer Poster			
Communicate frequently about good respiratory hygiene/cough etiquette.	Protect yourself and others			
Evaluate the activity for shared objects and common areas and increase frequency of cleaning of touched surfaces/objects (minimum twice daily).	Cleaning and Disinfection for COVID-19			



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Public Health Requirements - Are to be followed at all events, rides, and sanctioned/organized activities were appropriate.				
Screening and Monitoring				
Determine if your organization must implement a passive or active screening process. For more information on active screening, see page 11 of the Embracing the New Normal guide .	Screening tool			
Prepare for the possibility that a participant tests positive for COVID-19 and may have been in the workplace. Inform your employees of the procedures to be followed.	WorkSafeNB FAQ			
Receiving payment for good and services				
<ul style="list-style-type: none"> Use electronic payment devices (if possible). Online Registrastion systems are available for membership, and signing up for activities. 				
<ul style="list-style-type: none"> If you must handle money, ensure regular handwashing and have minimum 60% alcohol-based hand sanitizer readily available. 				
Cleaning and Disinfection				
Ensure availability of all necessary supplies for cleaning and disinfecting.	Cleaning and Disinfection for COVID-19			
Washrooms - If public washrooms are available on site of activity.				
<ul style="list-style-type: none"> Equip with hot and cold running water under pressure, liquid soap, paper towel, toilet paper and garbage containers where possible. 				
<ul style="list-style-type: none"> Hand-washing posters must be posted. 	Handwashing Poster			
If multiple stalls and sinks are provided in washrooms, consider whether you need to limit access through maximum numbers allowed in the space at one time.				
Additional Considerations:				
Consider implementing a self-isolation unit. Isolate persons showing signs of COVID-19 immediately at the event, ride, or organized activity. Keep the person isolated until they are picked up to avoid contaminating others.				
Provide mental health support to all participants, or information on public health supports, if available.	GNB Mental Health Resource			



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Public Health Requirements - Are to be followed at all events, rides, and sanctioned/organized activities were appropriate.				
If your activity CANNOT ensure minimal interaction of people within two metres of each other – the requirements listed below <u>must be implemented</u>				
Where feasible, install physical barriers (clear plastic guard, cubicle walls of appropriate design, curtains).				
If physical barriers are not possible:				
<ul style="list-style-type: none"> Implement active screening processes. 				
<ul style="list-style-type: none"> Implement enhanced handwashing and sanitation/cleaning practices in shared areas and for shared items. 	Cleaning and Disinfection for COVID-19			
Provide personal protective equipment such as:				
<ul style="list-style-type: none"> Hand protection (nitrile, rubber or latex gloves) 	OHS Guide-PPE			
<ul style="list-style-type: none"> Eye protection (safety glasses, goggles or face shield) 				
<ul style="list-style-type: none"> Other PPE as determined necessary through the risk assessment 				
In areas/rooms where minimal interaction of people within two metres of each other is not possible, maintain a participant log. This must be made available to Public Health for contact tracing purposes if it's identified that a person who tested positive for COVID-19 was present in that area.				

