

BC Hydro COVID-19 Site Access and Travel Requirements

Please Note that this is an evolving situation and BC Hydro will make updates as necessary.

This communication is meant to provide all service suppliers to BC Hydro with overall context for how BC Hydro would like our suppliers to work with us during our response to COVID-19.

Supplier's usual BC Hydro Representatives will have further information specific to each supplier and situation.

As an essential service provider to the Province and to British Columbians, BC Hydro is taking the risk of novel coronavirus (COVID-19) very seriously. **We are asking all of our valued suppliers to apply the most stringent measures to help stop the spread of the virus.** BC Hydro is particularly concerned with the potential for contamination and cross-contamination at work sites. As a result we are providing the following information to our suppliers to make clear expectations about how we work together.

All Contractor/Supplier¹ site visits or travel related to BC Hydro work as per below must be pre-approved by BC Hydro.

- BC Hydro site visits include but are not limited to: Site C and locations off-site including, project sites (excluding work in locations where no BC Hydro employees or other workers are involved on site), headquarters and offices and other facilities.
- Travel includes between regions (e.g. Lower Mainland, Southern Interior, Northern Interior, Vancouver Island) and larger distances within regions.

To seek pre-approval, contractors/suppliers must either:

- complete a pre-approval request by sending a completed [Site C COVID Compliance Form](#) to their Hydro Representative at least 5 days prior to site access, or
- submit a Safety Management Plan or updated Safety Management Plan that reflects hazards related to COVID-19 and details how COVID-19 related risks to your employees or contractors, as well as BC Hydro employees or other workers at the work site and while travelling to the work site, will be addressed. Contractors/Suppliers choosing the Safety Management Plan option are to adhere to the Site C COVID Compliance Form process for Site access pre-approval until such time as the BC Hydro Site C Safety Team has accepted the Contractors COVID-19 Safety Management Plan.

People should not come to work at BC Hydro sites that:

- **Are showing symptoms** of COVID-19 (cough, fever, difficulty breathing)
- **Have been in contact** with a person who is undergoing testing or has tested positive for COVID-19 until it is clear that they themselves do not have COVID-19
- **Have been outside of Canada** unless they have been in self-isolation for 14 days

¹ Unless contractor/supplier is expressly exempted from the pre-approval process by BC Hydro

Notify us of any of your employees or contractors who work at BC Hydro sites or in close contact with our employees are undergoing COVID-19 testing. We're establishing procedures in the event one of our employees tests positive and we want to ensure consistent action is taken by our suppliers. Any information provided related to a worker will be held in strict confidence. Please use the following to contact us: 1-877-311-8611.

For health protection purposes, BC Hydro may collect information about a worker (their name and information about their risk of exposure to COVID-19) if they may be at risk of COVID-19 and have been in contact with BC Hydro employees or contractors. We are authorized to collect this information under section 26(c) of the Freedom of Information and Protection of Privacy Act. If you have questions about this collection, you may contact ContractorCOVIDCompliance@bchydro.com.

Please note that given the evolving situation it is likely BC Hydro will be providing further updates and expectations. We appreciate the actions our suppliers have already taken and your ongoing support and understanding as we all work together to manage this situation.