



Exposure Control Plan

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Introduction

The Legislative Assembly's Exposure Control Plan has undergone a review due to the Public Health Emergency and associated public health orders lifted on Friday, April 1st at 12:00 a.m.

On April 1st, these measures will shift to recommendations and residents will make choices based on their own risk assessment.

- Masking: Masks will no longer be required. People can choose to wear a mask based on their personal preference. Masking indoors is strongly recommended for those who are at high risk of severe outcomes.
- Gatherings: Since March 1st, there have been no capacity limits on gatherings in the NWT. Residents are encouraged to complete their own risk assessment prior to attending or organizing high-risk gatherings.
- Isolation: NWT residents will no longer be legally required to isolate upon their return from travel or if they test positive for COVID-19, but anyone who has COVID symptoms should stay home until they are symptom free. The CPHO recommends that masks be worn and that contact with others be minimized for a full ten days after the onset of symptoms. High-risk activities and gatherings should also be avoided during this period.
- Testing: Residents may access testing if they are experiencing symptoms of COVID-19 but will no longer be required to report a positive test. Individuals at higher risk of severe COVID-19 outcomes should seek assessment by a health care provider if they have COVID symptoms. This will allow timely access to treatment for those who need it.
- Physical Distancing: While it is still recommended that residents practice physical distancing when gathering, they will no longer be required to do so.
- Healthy Habits: Hand washing, enhanced cleaning, and good respiratory hygiene, like covering coughs and sneezes, are still recommended to reduce the risk of COVID-19 infection and transmission of other viruses.

The WSCC has a number of COVID-19 online resources available to assist employers with a safe return to the workplace. To access these resources click [here](#).

The Sergeant-At-Arms has been delegated the authority to ensure that all necessary hazard control measures are planned and implemented appropriately to ensure that our worksite is safe, and that everyone understand the identified hazards, are properly trained and educated on the hazard control measures, and are abiding by any changed protocols.

Measures to eliminate or control the risk of exposure at the Legislative Assembly

The threat of COVID-19 raises many health and safety concerns. To better prepare, the Legislative Assembly has conducted the following:

Risk assessment and controlling the risk of exposure

The Legislative Assembly has implemented the following measures to prevent employees, Members and Contractors from being exposed to COVID-19.

- Conducted a walk-through of the Legislative Assembly building, to identify specific conditions or tasks that may increase the risk of exposure to COVID-19.
- Determined what Personal Protective Equipment (PPE) is necessary at this time and ensure there is an adequate supply within the Assembly.

Controls that the Legislative Assembly has developed to help eliminate or minimize the risk of exposure.

- Outlined mitigation measures the Assembly has put in place.
- Mitigation Measures have been shared with staff, Members and contractors.
- Put in mechanisms to determine the effectiveness of the mitigation measures and a mechanism if they need to be amended.

Communication with essential staff, Members, contractors and the general public

The Legislative Assembly wants to ensure information about COVID-19 is accessible to everyone. COVID-19 is a new virus that can affect your lungs and airways. It is important that everyone familiarizes themselves with this information:

- [What is coronavirus disease COVID-19;](#)
- [How COVID-19 spreads;](#)
- [About COVID-19 \(FAQ's\);](#)
- [Being Prepared \(FAQ's\).](#)

Additional signage will be posted around the Legislative Assembly to remind everyone about:

- Safe behaviour for coughing and sneezing;
- Hand washing and hand sanitizing practices;
- Social distancing (physical distancing) requirements; and
- Signs and symptoms of COVID-19.

Communication with the General Public

On February 28, 2022, the Honourable Frederick Blake Jr., Speaker of the Northwest Territories Legislative Assembly, welcomed the general public back into the building starting March 1, 2022.

Following the closure of the legislature during the Omicron outbreak, the building is reopened for tours, event bookings, and dining in the café.

Tours will be offered daily in English at 10:30 AM, and in French on Tuesdays and Thursdays at 2:30 PM. It is also possible to book a private tour for 10 or more people by emailing LA_PAC@ntassembly.ca.

The Great Hall can be booked for events, such as weddings and receptions, on evenings and weekends by emailing Corinne_Kruse@ntassembly.ca.

Members look forward to seeing friendly faces in the Legislative Assembly building once again.

Please note that while proof of vaccination will no longer be required to enter the building.

For more information, contact:

Public Affairs and Communications

Northwest Territories Legislative Assembly

LA_PAC@ntassembly.ca

Controlling the number of people within the Legislative Assembly Building

All building occupants can access a copy of the Legislative Assembly's Exposure Control plan the Assembly's website to ensure they follow the steps the Assembly has taken to reduce their risk of COVID-19 exposure. Any updates to the plan will be communicated and everyone will be provided with a copy of the revised plan. If there are any concerns with the compliance of the mitigation measures outlined within the Exposure Plan they should be directed to the Sergeant-At-Arms.

Identification and limitation of the control methods at the Legislative Assembly

Roles and responsibilities of returning to the Legislative Assembly building

The Exposure Control plan outlines your roles and responsibilities in returning to the Legislative Assembly building.

Following the completion of the Risk Assessment(s) the Exposure Control Plan will be distributed to ensure everyone understands the necessary protective measures that have been put in place when returning to the Legislative Assembly building.

Legislative Assembly Building Mitigation Measures

- The Legislative Assembly will have regular business hours (06:00 – 22:00) Monday to Friday & (08:00 – 18:00) on Weekends and Statutory Holidays.
- The Legislative Assembly Building will be open to the public.
- Guided tours will resume with limited bookings available.
- The Cliff Café will be able to open to the public at normal capacity.
- The Great Hall will be available for event bookings.

- The Public Gallery will be open to the public.
- Fob entry to secure access points has been reinstated.
- Increased Sanitization measures will continue.

Mitigation Measures during Session

The preventative measures the Legislative Assembly will take to reduce the risk of exposure during Session are outlined below:

- **Airflow in Chamber.** The current air system for the Chamber is exhausted from two locations on either side of the Speaker's chair above the Chamber entry points. The air is mixed with outdoor air, conditioned (heating/cooling), filtered, and circulated through the room. It was not designed to specifically negate airborne transmission of viral bacteria. It is our intention to override the percentage of outdoor air to 100 to ensure maximum air exchange within the space.
- **Document Distribution while in the Chamber.** Staff will produce all documents electronically, and post them to Moodle, where all Members will have access to them on their phone, computer or tablet in the House. Limited (five) copies of all documents will be left on a table outside the chamber door, or on the bookcase as Members enter the Chamber. For those members who prefer hard copy they can pick those up on their way into the Chamber.
- **Rapid Tests.** The Office of the Clerk has secured a number of rapid tests for Members and House Staff. Along with other public health measures such as mask wearing, hand hygiene, and vaccination, rapid testing is an important layer of protection against COVID-19. It can be used as a screening tool to help protect workers, families and communities while helping keep workplaces safe and the economy running. Rapid tests can be done easily and safely at work to help identify people who may be infected with COVID-19, but have no symptoms. Individuals can get results in as little as 15 minutes.

Procedures to follow if someone is or believes they have been, exposed to COVID-19

Potential exposure to COVID-19 at the Legislative Assembly

We are requiring that anyone who enters the Legislative Assembly building follow [healthy respiratory practices](#) including washing your hands, cleaning and disinfecting any surface or objects you or others might have touched while sick, and coughing and sneezing into your elbow.

The source of reliable information and advice as it relates to COVID-19 in the NWT is the Department of Health and Social Services. Their website has accurate and up-to-date information about COVID-19.

Any questions about symptoms, how to reduce the spread, and what to do if you think you are sick or think you may have been exposed to COVID-19 can be answered by referring to information on the Health and Social Services website at <https://www.hss.gov.nt.ca/covid-19>.

Contact Information if experiencing 'symptoms'

If you are experiencing milder symptoms such as fever, cough or flu-like, take the [NWT online COVID-19 self-assessment tool](#) or call:

- Yellowknife: 867-767-9120, or book online at www.nthssa.ca/appointments
- Inuvik: 867-490-2225
- Fort Smith: 867-621-2233 or 867-872-0562
- Hay River: 867-874-7201 (between 08:30-16.30). After hours call Emergency Department at 867-874-8050.
- Other Communities can call their local health centres, www.hss.gov.nt.ca/health-centres

The self-assessment tool is to help determine whether you should visit a health care provider for further COVID-19 related assessment and testing.

Suspected case of COVID-19 within the Legislative Assembly

If someone becomes unwell in the workplace and there is reason to suspect they may have come into contact with COVID-19, the person will be removed to an area which is at least 2 metres away from other people where they can be isolated behind a closed door, such as a staff office, until arrangements can be made for their safe departure from the building. If possible they will be asked to open a window for ventilation. They should avoid touching people, surfaces and objects and should cover their mouth and nose with a disposable tissue when they cough or sneeze and put the tissue in a bag or pocket then throw the tissue in the bin. If they do not have any tissues available, they should cough and sneeze into the crook of their elbow.

Confirmed case of COVID-19 within the Legislative Assembly

If someone within the building is confirmed to have COVID-19, you will be notified of your possible exposure to COVID-19 in the workplace and confidentiality will be maintained. Anyone exposed to a confirmed case of COVID-19 will be provided with instructions on what to next (self-monitor and/or self-isolate) and the Legislative Assembly will work closely with the Department of Health and Social Services to ensure appropriate communication and measures are met.

Reporting and Investigation Procedures

The Legislative Assembly will ensure that "Exposure to COVID-19" incidents are reported and investigated. Any concerns should be brought forward to the Sergeant-At-Arms to undertake an investigation.

At a minimum, an investigation will:

- Protect the confidentiality of the exposed worker;
- Examine the route of exposure;
- Determine the circumstances in which the exposure occurred; and
- Recommend measures to prevent further infection and exposure at the worksite.

Monitoring the Controls

The Legislative Assembly's Exposure Control Plan was developed in consultation with various stakeholders and will be shared with staff and Members. To ensure that the Legislative Assembly's Plan is effective we will continue to:

- Conduct regular check-ins with staff, Members and contractors to ensure the methods and procedures are working.
- When the pandemic is declared over, evaluate what worked well and what could be done better if a future outbreak occurs.
- Conduct a review of the plan every two years, or more frequently if the worksite changes, to make sure that the Legislative Assembly is prepared for another outbreak situation.

Short-Term Monitoring

We encourage open communication to discuss issues and concerns about the protective measures the Assembly has put in place are working, and that there are no gaps.

We encourage Supervisors and Members to have frequent conversations with their staff to include:

- Do they understand the administrative processes and procedures?
- Are administrative procedures being followed? If not, why not?
- Are the current methods for separating workers from potential exposure working? If not, how can they be better?
- Is PPE functional, and does everyone understand how to use it correctly? If not, what is needed or what changes should be made?
- Do workers have any concerns? Have they identified new sources of exposure to the virus? What processes and procedures are working well?

We ask that Supervisors and Members make a note of both the gaps and difficulties that they or their workers have identified provide this to the Sergeant-At-Arms to update the Exposure Control Plan if necessary.

Long-Term Monitoring

When the pandemic is declared over by health officials, the Legislative Assembly will develop a 'Lessons Learned' document outlining:

- What worked well, and what did not?
- Where were there gaps in managing for safety during the pandemic?
- What equipment and processes must be ready for use during a pandemic?
- Is the contact information in the Exposure Control Plan current?

This information will be used to revise the Legislative Assembly's Exposure Control Plan so it is ready to use in a future pandemic. The Exposure Control Plan will be reviewed as necessary to reflect the pandemic situation as it evolves and at least once every two years, to ensure:

- Contact information is current;
- Controls are appropriate for the jobs and tasks performed at the worksite;
- Required PPE is on hand; and
- Training is relevant and available.

Contact Information

If you have any questions with respect to the Exposure Control Plan please contact:

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