GREEN THUMB THEATRE

Preamble to Green Thumb Theatre's COVID-19 In-Person Work Policy

Last updated September 20, 2021

Following Provincial Health Orders issued by the Province of British Columbia, effective August 25, 2021, all Employees and Contractors will be expected to wear a mandatory 3-layer disposable or reusable mask while working indoors, except while eating and drinking at their designated station, and with the exception of actors in performance while in a private dedicated room. The Theatre will inform Employees, Artists and Contractors of any changes to this policy. This preamble supersedes the mask wearing policy within the COVID-19 In-Person Work Policy.

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COVID-19 In-Person Work Policy

This document is subject to change as the COVID-19 situation changes in B.C. The Employee, Artist or Contractor will be informed in writing of any changes to the procedures and all Policies will be on the Theatre's website.

Mandatory Vaccination Policy

Green Thumb Theatre has an obligation to provide a workplace and public environment in our office and studio buildings, company vehicles, within schools and venues that are consistent with the health protocols outlined by BC's Provincial Health Officer in response to the COVID-19 pandemic. These procedures have been put in place to provide a healthy and safe working environment. As Employees, Artists and Contractors are required to work indoors, and due to the nature of work and proximity to other individuals, Employees, Artists and Contractors cannot safely and consistently maintain a safe social distance. The following Mandatory Vaccination Policy is in place to ensure a strong means to protect against COVID-19 transmission in the workplace.

Green Thumb Theatre requires all Employees, Artists and Contractors within the organization to be fully vaccinated (with two doses) against COVID-19 prior to the start of their employment/engagement, or one week prior to October 24, 2021 if already employed. Employees, Artists and Contractors must provide Green Thumb Management with their proof of vaccination status prior to the start of their employment/engagement.

As per the Human Rights Approach to Proof of Vaccination During the COVID-19 Pandemic (https://bchumanrights.ca/wp-content/uploads/BCOHRC_Jul2021_Vaccination-Policy-Guidance_FINAL.pdf), The Theatre will require all Employees, Artists and Contractors to provide Proof of Vaccination, if they have been vaccinated, upon offer of employment, or confirmation that they will be fully vaccinated two weeks before the start of their engagement or one week prior to October 24, 2021, if already employed. Vaccination status is highly sensitive personal health information, and as such all information collected will be kept confidential, stored in a secure file and not shared outside of the organization unless required by law or to participate in any regulatory process. If an Employee, Artist or Contractor faces barriers that have prevented them from receiving their COVID-19 vaccination, The Theatre will work with the individual to secure access to the vaccine. If an Employee, Artist or Contractor is unable to receive the vaccine for bona fide reasons protected by the BC Human Rights Code, reasonable appropriate accommodations may be made in consultation with the General Manager. If such grounds are related to health or disability, a note from a licensed physician is required.

Please return this signed form and a copy of your COVID-19 Vaccination Record or BC Vaccine Card, if applicable, by email, or deliver a copy in-person, to Breanne Harmon, General Manager gm@greenthumb.bc.ca. To access your printed Vaccine Records please visit https://www.healthgateway.gov.bc.ca/.

Mask/Face Shields

As per the Mandatory Vaccination Policy, reasonable appropriate accommodations will be made in consultation with the General Manager for Employees, Artists or Contractors who are ***unable*** to receive

the COVID-19 vaccination for bona fide reasons protected by the BC Human Rights Code, and ***cannot*** wear a mask*. For Employees, Artists and Contractors who are not yet fully vaccinated the Employee, Artist or Contractor is required to wear a disposable or reusable 3-layer mask. Vaccinated Employees, Artists and Contractors who would prefer to wear a mask for their own comfort are welcome to do so. Masks should be snug to the face. Please use this link if you are unsure if your mask fits properly: http://www.bccdc.ca/Health-Professionals-Site/Documents/COVID19_SurgicalMaskPoster.pdf

Personal masks with **one-way exhalation valves or a mask with less than 3 layers** will not be permitted in the building as they are not recommended by the Government of Canada.

https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/about-non-medical-masks-face-coverings.htmll

* Following the CDC's guidance, people who fall into the following group are not required to wear a mask: "People who cannot wear a mask or who cannot put on or remove a mask on their own are exempt. Some people cannot wear a mask for psychological, behavioral or health conditions. Some people may also need to remove their masks to communicate due to a hearing impairment." http://www.bccdc.ca/health-info/diseases-conditions/covid-19/prevention-risks/masks

Green Thumb Theatre will supply the Employee or Contractor with all appropriate PPE.

Illness

Mild illness/Allergies: If the Employee, Artist or Contractor believes that they are experiencing a mild illness or allergies they must contact the General Manager, Breanne Harmon, gm@greenthumb.bc.ca or by calling 604-254-4055 Ext 227. Every situation will be assessed on a case by case basis. The worker will either be required to wear a 3-layer mask while at work or they will return/remain at home until they have been symptom-free for 24 hours.

COVID-19 Related Illness: If the Employee, Artist or Contractor is experiencing any of the following key symptoms of COVID-19 (Fever or chills, Cough, Loss of sense of smell or taste, Difficulty breathing) they will be required to contact Production Manager, Ruth Bruhn, production@greenthumb.bc.ca or by calling 604-254-4055 Ext 228. The Employee, Artist or Contractor will remain/return home and follow the guidance of 811. The Employee, Artist or Contractor will not be permitted back on site until they have been symptom free for 24 hours and complied with all health care professional recommendations.

If an Employee, Artist or Contractor becomes ill while working or does not pass the initial health declaration/temperature check they will be required to self isolate on site immediately. Production Manager, Ruth Bruhn, will be contacted immediately and will notify the appropriate upper management. If the Employee, Artist or Contractor has a personal vehicle they are permitted to leave immediately to return home. If the Employee, Artist or Contractor does not have a personal vehicle or

access to someone in their household with a vehicle, they will self isolate in the board room. The Production Manager or Artistic Director will be called upon to arrive on site, install a plastic partition in their car and drive the sick participant home. All high touch surfaces in the car will be disinfected before and after the Employee, Artist or Contractor is driven home. If the Employee, Artist or Contractor

requires immediate medical attention, 911 will be called.

If an Employee, Artist or Contractor becomes ill with COVID-19 symptoms at home or on the job site, they will be required to contact 811 or fill out the self-assessment tool https://bc.thrive.health/covid19/en and follow the recommendations. Even if the Employee, Artist or Contractor is not advised to self-isolate or have a COVID-19 test, they will not be permitted back on site until they have been symptom free for 24 hours.

The Job Site

Upon arrival all Employees, Artists and Contractors will be required to pass a health declaration and temperature check.

Social distancing will be encouraged, whenever possible. Tables where Employees, Artists and Contractors are sitting for long periods will not be within 6' of another Employee, Artist or Contractor. All tables will be equipped with hand sanitizer and sanitizing wipes. When Employees, Artists and Contractors are cleaning delicate electrical equipment (i.e. Lav mic, computer key board, etc.) rubbing alcohol will be provided by Green Thumb Theatre.

Whenever possible, windows will be open and air purifiers with Hepa filters will be running. In addition, the furnace will remain on 24/7 in order to encourage air flow.

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General Green Thumb COVID-19 Protocols

Area	Action
Kitchen General	Green Thumb is removing all communal objects, tea towels, dish cloths, scrub brush, drying rack.
	Microwave and fridge must all be wiped down **before and after use.**
	The counter must be wiped down **before and after use.**
Fridge	Lunch kits must be spaced out, please do not cram in touching each other.
Personal	Upon arriving at work, touching your face, using the washroom, before and after eating, re-entering the workplace, leaving the work place, the Employee or Contractor must wash their hands for 20 seconds with warm water and soap.
	The Employee and Contractor must fill out a Worker Health declaration form at the start of each day. This form starts at the beginning of the week and is submitted to General Manger, Breanne Harmon at the end of the week.
	The Employee, Artist or Contractor is asked to please wear freshly washed clothes where possible[this is probably overkill and may be difficult for some people]
	Each Employee, Artist and Contractor will have hand sanitizer and sanitizing wipes on their station provided by the Theatre.
	The Employee, Artist and Contractor are asked to bring in personal cutlery and encouraged to eat their lunches out of personal Tupperware or on personal dishes. Please also bring a personal water bottle/cup (or wash and use the same cup daily).
Washroom	When using the washroom, wipe all commonly touched surfaces **before and after** use with disinfectant, then wash/sanitize your hands.
	When the washroom is not in use, please leave the door open and the fan on to increase air circulation.
	Washrooms will be assigned so that the same Employee or Contractor continue to use the same washroom throughout the day.

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The Employee, Artist or Contractor acknowledges that they have read and understand the COVID-19 Mandatory Vaccine Policy and protocols Green Thumb Theatre has in place in accordance with the BC Ministry of Health. The Employee, Artist or Contractor agrees to attend a COVID-19 information session via Zoom, in-person outside on site or by phone, led by Green Thumb Management outlining expectations prior to entering the building for the first time.

Please circle one for each question.

YES	NO	N/A	I have read and understand the COVID-19 Policies and Protocols as outlined above
YES	NO	N/A	I have submitted my COVID-19 Vaccine Records to General Manager Breanne Harmon, gm@greenthumb.bc.ca (or in person)
YES	NO	N/A	If Proof of Vaccination not available, I have notified General Manager Breanne Harmon

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Name and Signature Date