

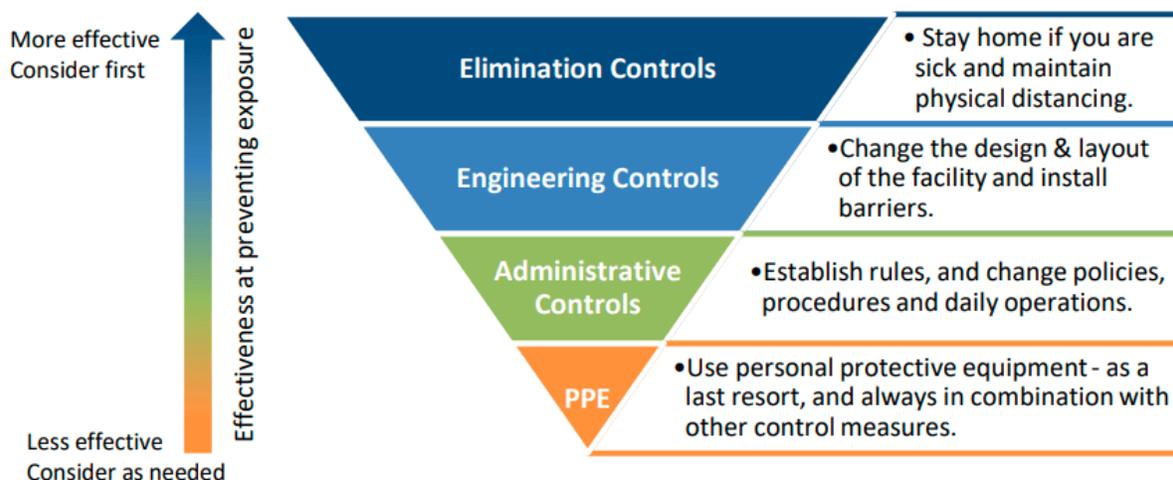
Stellar Heliskiing COVID-19 Plan

Stellar Heliskiing has always maintained a high level of safety, service and care. Working with WorkSafe BC, the Provincial Health Authority and our governing body HeliCat Canada, we have established operational guidelines on how to operate safely this winter to minimize exposure to COVID-19.

Hierarchy of Controls

Levels of Protection. Four distinct levels of control measures have been implemented in the development of Stellar Heliskiing's COVID-19 protocols and procedures. The control model is illustrated below.

Elimination and engineering controls are designed to prevent people from coming into contact with an infectious person or contaminated surfaces and have been considered first in our plan. In spaces where physical distancing cannot be maintained we have instituted administrative controls and PPE in the form of occupancy limits and mask mandatory zones.



5 Main Principles to Keeping Healthy

1. **Sick -Stay Home**-routine daily screening, anyone with symptoms will not participate
2. **Personal Hygiene**-frequent handwashing/sanitizing, cough or sneeze into your sleeve, no handshakes, avoid touching your face
3. **Social Distancing** -keep 6ft apart from others, outdoor spacing safer than indoor
4. **Environmental Hygiene** -increased cleaning of high touch surfaces, touchless payments
5. **Physical Modifications** -movement of people in areas, spacing within rooms, directional arrows for flow, signage for reminders

Step 1: Assess Risks at the Workplace

Hanger

- hands must be sanitized upon entry to the hanger
- signage upon entry and around the hanger for reminders
- mandatory masks required in the hanger at all times

Hanger Office Space

- hands sanitized upon entry to the hanger office
- only staff permitted in office space
- radio operator- will be the only one to use the communication device, it will be sanitized as needed throughout the day, at the end of the day and in the morning

Guides Meeting

- guides are to maintain 6 feet spacing and/or wear a face covering
- furniture will be arranged to maintain space
- enhanced cleaning for high touch surfaces, door handles, table tops, shared office supplies, pens, clipboards, etc.

Van/Truck Transfers

- sanitize hands before entering van or trucks
- mandatory masks in the van or trucks
- sanitizer available in the vehicle
- no eating in the van
- vans will be sanitized at the end of each day

Dry Room

- hands to be sanitized upon entry
- masks are mandatory in the dry room
- 1 group of 4 at a time with their guide

Equipment -airbags, radio, transceivers -ski rentals

- each guest will be assigned a number, take corresponding safety gear for the day
- equipment will be sanitized at the end of the day
- clipboards and pens from rental forms will be sanitized daily

Helicopter

- hands sanitized before entering the helicopter
- mandatory masks in the helicopter
- guests to keep same seat for duration of the day
- helicopter will be disinfected daily

Staff Lodging

- staff will be lodged at a local hotel or motel
- individual rooms for each staff

Lunches in the Field

- hands to be sanitized before eating
- lunches will be individually packed
- each guest will be given a water bottle for the duration of their trip, to be kept in their backpack for the days
- hands sanitized after finishing lunch

Meals- Breakfast, Après Ski and Dinner

- guests and staff will follow procedures set out by each restaurant
- sanitized hands upon entry
- tables of 4 to 6 guests
- no mingling or visiting with other tables

Stellar Heliskiing will assign a team member to take the lead on health and safety, continually accessing the workplace and operations to ensure risks are identified and managed accordingly.

Step 2: Develop Policies that include Protocols**Daily Procedures**

- Sanitize hands upon entry to the Stellar Hanger, mandatory masks
- Daily health screening Peak Respiratory Symptom and Exposure Questionnaire (Appendix 1) to be completed daily for all staff and guests
- Each guest will sign Stellar Heliskiing Acknowledgement of Risk Form for COVID-19 (Appendix 2) before arriving to Stellar Heliskiing
- Social distance while waiting to load the van or helicopter
- COVID safety orientation for guests and staff
- Signage in common areas to serve as guidelines and reminders for all
- Regularly wash your hands or use sanitizer and avoid touching your face

Hanger Operations/Dry Room

- Sanitize hands upon entry to the building
- Mandatory masks
- Once group of 4 at a time in the dry room and their guide
- Social distancing in effect
- Signage will be placed to serve as guidance and reminders
- Enhanced cleaning for all high touch points throughout the dry room
- Safety briefings will be modified to reduce group size and maintain spacing
- Equipment will be sanitized between users

Transport to Hanger and Staging Area

- Sanitize hands before entering van
- Mandatory masks
- No eating during transport
- Social distance while waiting to load

Use everyone other bench, cohort groups can sit together
Van will be sanitized at the end of each day

In The Mountains

Your ski group will be your pod, minimize interactions with other pods
Mandatory masks in the helicopter
Keep your mask and goggles on for the duration of the flight
Maintain distance at helicopter pickups and drops
Follow your guides instruction
Avoid touching your face and mouth
Guides will have sanitizer with them for use in the field

Lunch in the Field

Remain in your pod
Required to sanitize your hands before eating lunch and again once you are finished
Individual lunches for guests, guides will distribute to minimize contact
Arrange seating to keep 2 meters between individuals

Meals

Required to sanitize your hands upon entry to a dining area
Maximum number of people per table is 6
Staff will not be eating with guests to minimize exposure
No mingling between tables

Staff and Guest Requirements

Daily health screening and temperature checks
Masks mandatory in all common areas, hanger, dry room, office, helicopter, van
Hands to be sanitized upon entry to the hanger, upon entry to the helicopter, before and after meals, after sneezing or touching your face

Step 3: Develop Polices that include Protocols

Stellar Heliskiing Responsibilities

Stellar will communicate with employees about potential exposure to COVID-19.
Employees will participate in staff training and will be well-versed in knowing and understanding their workplace health and safety responsibilities.
We will regularly assess all the hazards within the operation, taking appropriate steps to eliminate or control them. Such controls will include adhering to current public health orders, public health advice as well as implementing best practices to keep our employees and guests safe.

Stellar will establish a workflow in the workplace that is consistent with the current industry best practices and comply with directives from the BC PHO.

In situations where a worker has the symptoms of COVID-19m they will be required to stay home and not spend any time around guests or other staff until cleared by an appropriate medical professional.

Staff Responsibilities

All staff at Stellar will undergo a detailed training session on the current workflow procedures at annual staff training. Any new safety guidelines or procedures will be immediately conveyed to all staff.

Staff are expected to exercise all reasonable measures to limit their exposure to the COVID-19 virus while not at work. Prior to beginning a work shift, each worker will undergo a daily health screening (appendix 1) which includes current health status, recent travel, recent illness or contact with others who may have the COVID-19 virus.

Any employee experiencing symptoms associated with COVID-19 while at work will immediately report to the onsite health and safety personnel. Any employee experiencing symptoms associated with COVID-19 while away from work will notify the supervisor and will not be permitted to come to work until they are past the recommended isolation period and/or have tested negative and/or have been cleared by a health professional.

Employees Will

- Practice physical distancing by working more than 2 metres apart from co-workers and guests whenever possible
- Stay home if sick. Use the Ministry of Health self-assessment tool (appendix 3)
- Avoid touching their face
- Practice enhanced hygiene. Wash and/or sanitize hands at the start of their shift, before and after eating and drinking, after touching shared items, before and after using the restroom, after handling credit cards, and at the end of their shift

Communications With Guests

Screening and training of guests will take place in a two-step process.

One month prior to arriving to Stellar Heliskiing an email will be sent to the group that will include the Peak Respiratory Symptom and Exposure Questionnaire (Appendix 1) and the Stellar Heliskiing Acknowledgment of Risk Form for COVID-19 (Appendix 2) It is mandatory that all guests complete these and submit them to Stellar Heliskiing prior to their arrival for their ski trip. The Peak Respiratory Symptom and Exposure Questionnaire and temperature checks will be completed daily before departing to ski.

Note, anyone experiencing COVID-19 symptoms within 14 days of their trip will not be permitted to come to Stellar unless they can show a negative COVID test.

Guests must bring a mask for use in all common areas. We have some 2ply face coverings and 3ply buffs available for purchase at Stellar. There are disposable masks available on the work bench in the hanger as backup. Stellar Heliskiing reserves the

right to deem a guest incapable of participation in our program if they do not pass our health screening.

Harassment, Bullying & Violence Against Stellar Staff

Stellar is committed to preventing workplace harassment, bullying and violence providing a work environment in which all individuals are treated with respect and dignity and protected from violence. Workplace harassment, bullying or violence will not be tolerated from any staff member, guest or third parties.

Harassment (including sexual, physical, or any inappropriate conduct or comment by a person towards a worker that the person knew or reasonably ought to have known would cause that worker to be humiliated, offended or intimidated), bullying and violence at Stellar is unacceptable. Stellar will take whatever steps are reasonable to protect our workers from workplace harassment, bullying and violence from all sources. Guests or third parties that violate this policy may be subject to the following actions:

Be asked to leave the premise

Be permanently or temporarily banned

Be reported to the RCMP

Under no circumstances is Stellar responsible for the guests' or third parties' inconvenience or travel expenses or for providing a refund or future credit as a result of the application or enforcement of this policy.

Managing COVID-19 Symptoms & Signs

COVID-19 Symptoms

SARS-CoV-2, the virus that causes COVID-19, spreads from an infected person to others through respiratory droplets and aerosols created when an infected person coughs, sneezes, sings, shouts or talks. The droplets vary in size from large droplets, that fall to the ground rapidly (within seconds or minutes) near the infected person, to smaller droplets, sometimes called aerosols, which linger in the air under some circumstances.

The symptoms of COVID-19 are similar to other respiratory illnesses including the flu and the common cold. Commonly these are fever/chills, cough, sneezing, sore throat, and shortness of breath. Additional symptoms may include muscle aches, fatigue, headache, loss of appetite, runny nose, nausea and vomiting, diarrhea, loss of sense of smell or/and taste. Almost everybody that has COVID has fever and cough (new or worsening). Shortness of breath and chest pain can be signs of severe illness. People infected with COVID-19 may experience little or no symptoms, with illness ranging from mild to severe, but still be a carrier. Some people are more vulnerable to developing severe illness or complications from COVID-19, including older people and those with chronic health conditions. The typical incubation period is 5 to 6 days.

What if Someone Exhibits Symptoms of COVID-19?

Staff of guests who are determined they may have signs or symptoms of COVID-19 based on the self-assessment tool (appendix 3) will:

- Immediately report to the designated COVID-19 coordinator
- Follow the self-assessment tool pathway (appendix 4) and follow recommendations (call 811, get tested, seek medical attention)

- Isolate immediately

What if a Staff Member Tests Positive for COVID-19?

Any staff that tests positive will be not able to return to active duty until they are free of the COVID-19 virus as deemed by an appropriate health care provider and/or show a negative COVID test. Any team member who worked closely with the infected member will need to complete the BC CDC self-assessment tool (appendix 3) and follow the recommendations.

Isolation Procedures

Stellar will provide safe isolation, monitoring and care for staff if required that become ill, as well as to protect the staff and guests on site from transmission.

If a staff member or guest needs to be isolated, they will be sent home if possible or be provided with a place to isolate and follow all self-isolation guidance as provided by the BC CDC Self-Isolation Guidelines (appendix 4)

Step 4: Communication Plans and Training on Policies

All staff at Stellar will be provided with a training session for staff on how to keep themselves safe while at the workplace. They will be trained on the protocols and procedures set forth by Stellar Heliskiing and will comply. Signage will be posted around the workplace to act as a reminder and guidance. Anyone not in compliance with procedures and protocols will be asked to leave.

Step 5: Monitor Your Workplace and Update Plans as Necessary

We have assigned a team member who will address safety concerns of the staff and guests. We will work with our accommodation partner, The Kaslo Hotel for guests and the Kaslo Motel for staff, to identify and resolve any safety issues that may arise. Policies and procedures will be updated as needed. We encourage all staff to bring to our attention any safety concerns they may have. We will work to resolve these concerns and ensure a safe working environment. We will continue to review and update our policies to adhere to the most up to date practices to keep our guests and staff safe.

Appendix 1: Peak Respiratory Symptom and Exposure Questionnaire



Stellar Heliskiing Acknowledgement of Risk Form for COVID-19

Please read below, and initial or sign in all areas indicated

1. I understand the novel coronavirus causes the disease known as COVID-19 and that it is currently a pandemic. I understand the novel coronavirus virus has a long incubation period during which carriers of the virus *may not show symptoms* and still be contagious. For this reason, it is recommended to stay home and avoid close contact with other people when at all possible. **initial** _____
2. Guests will be asked to complete a daily **Respiratory Symptom and Exposure Questionnaire** in the morning before moving to staging. if you answer YES to any questions you will not be allowed to participate. **initial** _____
3. Guests showing signs of illness will not be allowed to participate. **initial** _____
4. I understand the federal and provincial governments have asked individuals to maintain social distancing of at least 2 metres (6 feet) and I recognize it may not be possible to maintain this distance at all times. **initial** _____
5. I agree to maintain physical distancing and strict compliance with handwashing/sanitizing. **initial** _____
6. I understand that due to the visits of other guests, the characteristics of the novel coronavirus and the characteristics of novel coronavirus spread that I possibly have an elevated risk of contracting AND SPREADING the novel coronavirus with other people during my trip. **initial** _____
7. I confirm that I have **not** tested positive for COVID-19. **initial** _____
8. I confirm that I am **not** waiting for the results of a test for COVID-19. **initial** _____
9. I confirm that this is **not** currently a period where I am required to self-isolate for 14days. **initial** _____

I verify the information I have provided on this form is truthful and accurate.

Signature of Guest: _____

Printed Name of Guest: _____ Date: _____

Appendix 3: BC CDC COVID-19 Self-Assessment Tool

<https://bc.thrive.health/covid19/en>

Appendix 4: BC Centre for Disease Control Self-Isolation

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>