



CNL's COVID -19 Contractor Requirements

2021, Aug 31

The following sets out CNL's supplemental requirements for Contractors in addition to those identified in CNL's Site Specific Conditions, which are contained in your Contract(s) with CNL.

Recognizing the evolving nature and circumstances around COVID-19 and changing Federal and Provincial guidance, CNL's requirements set out below may change over time. For the latest updates, please refer to CNL Vendor Portal for the latest updates and arrangements.

Travel

Contractors must follow the Government of Canada Guidelines for international travel when entering Canada.

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Use of Face Coverings

Face Coverings are mandatory at all CNL sites

CNL is continuing to evaluate the changing conditions of the pandemic to determine if our protocols are optimized to protect against the COVID-19 virus. A recent review of the changing conditions around where we live and work have led us to update our expectations on the wearing of face coverings at all CNL sites.



Effective 2021, July 12 CNL has moved to Phase 4

- Relaxation of the face covering requirements outdoors only, where 2 meters social distancing is maintained noting that Masks are still mandatory indoors.

CNL has adopted as a requirement Health Canada's recommendations that [non-medical] face coverings:

- Be made of at least **3 layers**. 2 layers should be tightly woven material fabric, such as cotton or linen. The third (middle) layer should be a filter-type fabric, such as non-woven polypropylene fabric,
- Be large enough and worn correctly to completely cover the nose, mouth and chin without gaping,
- Allow for easy breathing,
- Fit securely to the head (preferably with ties or ear loops),
- Be comfortable and not require frequent adjustments
- Be changed as soon as possible if damp or dirty
- Maintain its shape after washing and drying.



Note: Typical scarfs, bandanas, and neck gaiters may not meet these requirements. Filters add an extra layer of protection against COVID-19 by trapping small infectious particles.

Consider wearing a face covering that includes a filter or filter material as one of its layers, such as:

- non-woven polypropylene fabric, which can be found as: a craft fabric, the non-woven fabric that's used to make some reusable shopping bags or,
- a disposable filter inserted into a pocket on the mask Reusable face coverings with a non-woven filter layer should be washed daily, and can be washed multiple times. Disposable filters should be changed daily or as directed by the manufacturer.

In the Controlled Areas, the following applies:

- respiratory protection for Radiation Protection (RP) purposes will be assigned by qualified (G1) RP staff;
- face coverings are considered to be personal clothing and as such are subject to radiation protection approval for use and can be removed from site provided they are not radiologically contaminated;
- face coverings should be worn and monitored in the whole body monitor prior to taking them off-site;

CNL Contract Representatives will be enforcing the face covering policy with contractors with the following exceptions:

- If you have a medical condition that prevents you from wearing one
- If you have an engineered control that separates you from others and/or provides a barrier that maintains physical distancing (example: a plexiglass partition)
- If you are performing a task that the face covering would be a greater safety hazard, for example hinders your ability to see due to eye/ safety glasses fogging up
- If you are outdoors and you are certain you can safely maintain physical distancing from others – in all directions at all times
- If you are eating or drinking (physical distancing must still be maintained)
- If you are in your office, cubicle, conference room or other workplace area and have control over someone entering into your 2 metre vicinity
- If you are smoking at a designated smoke area (physical distancing must still be maintained)
- If you are giving a presentation to a group of people and maintain physical distancing (posted maximum room occupancy must be followed).

Clarification NOTE:

- If you are unable to wear a face coverings for a medical reason, a declaration of medical need to not wear a face covering must be provided by a physician. The Contracting Company is to keep this information on file and upon request by CNL, provide information related to numbers of employees that are wearing face shields. Workers who cannot wear a face covering for medical reasons only, are required to wear a face shield.
- If face coverings pose a safety hazard while performing a task, for example hinders your ability to see due to eye/ safety glasses fogging up, a face shield must be worn instead. Safety concerns



must be raised through your company supervision/line management who will assess and validate the concern and arrange for a face shield that may only be used instead of the face covering where the validated safety concern continues to exist. In these instances, Contractors are asked to document these assessments/validations and provide them to CNL upon request.

Asymptomatic

Since the onset of the pandemic, our stance at CNL has changed to stay in alignment with federal, provincial, and regional health authorities to ensure the health, safety and wellbeing of our employees, contractors and visitors. When the resurgence started, CNL maintained conservative protocols as some Public Health authorities provided new guidance with respect to self-isolation, testing and contact tracing.

If someone in your household has symptoms of COVID-19, household contacts (worker included) should self-monitor for symptoms.

Individuals are **not required** to get a COVID-19 test, if they do not have COVID symptoms themselves. Household contacts are **not required** to self-isolate as long as they continue to be asymptomatic and have not been identified as a close contact of someone who has tested positive for COVID-19, either at home or in the community.

The risks associated with this change are considered low due to mandatory on-site face-covering directive and improved adherence of COVID-19 protocols by CNL employees, contractors and visitors. That being said, CNL will continue to monitor changes in public health guidance.

If any of your employees are exhibiting any COVID-19 symptoms, we ask that these employees:

(a) Adhere to your Companies' COVID-19 Response Plan and,

(b) Honestly and truthfully answer your pre-screening questions and not come to site.

If COVID-19 conditions at our sites or in any of our local communities worsen, CNL will notify our contractors if there any additional changes to the guidance provided. The health, safety and wellbeing of our employees, contractors and visitors will continue to be our number one priority.

Screening



All CNL staff and Contractor personnel will need to undergo a screening process each day upon entry to a CNL sites as further set out below for each location. To clarify, that means each day your personnel attend site, they will need to complete the screening. Additionally, if personnel enter site, leave, and come back within the same day, they will be required to complete screening each time. To further ensure the safety and security of CNL's



workplace, its employees and contractors, screening questions may change on a moment's notice, as they are subject to ongoing revisions by Government of Canada Public Health protocols which are used to help prevent the spread of COVID-19.

Arrangements for screening at each of CNL's locations are set out below:

Chalk River

The preferred method of COVID-19 screening for "stickered" contractors (who do NOT have current network accounts) is:

- Pre-screen by phone daily (within 24 hours) prior to entry to site by calling 613-584-8030 (or ext. 48030)
- Once pre-screening by phone has been completed, contractors will remain in the left lane when going through the outer gate and proceed onto site
- If pre-screening has NOT been completed within 24 hours of arriving at site, stay right and proceed under the tent to complete the screening with a Security Officer
- If you have a passenger in your vehicle who has not pre-screened, stay right and proceed under the tent for screening with a Security Officer
- If the Security Officer directing traffic selects your vehicle for a spot check, please proceed under the tent for screening validation:
 - If you completed pre-screening by phone, inform the Security Officer when asked
 - If you have not completed pre-screening by phone, inform the Security Officer and complete screening at that time with the Security Officer by answering the screening questions.

For all CRL employees, AECL/CNSC staff, and contractors with network accounts, please continue to complete pre-screening online daily (within 24 hours) prior to entry to site.

Deep River, NPD, LaPrade, and Fredericton

Signs are posted at all entrances, with a Health Centre contact or designated screening personnel identified and their contact information. Please contact the applicable number to complete the screening process. As a reminder, no one is permitted to enter any building until cleared. **Contractors working at Douglas Point and Gentilly will address COVID-19 screening through the CNL Facility Manager or designate prior to coming to site.**

Port Hope

Please follow the process outlined on all signage posted to contact the Shift Supervisor, who will then ask the screening questions, prior to entry, and grant access. The same process is to be followed by contractors and delivery drivers.

Whiteshell

Screening has already been implemented and will continue to do so by using a combination of Security staff and posted signs. All delivery drivers and contractors wanting access to the site are also screened by Security staff.



Visitors

CNL has robust COVID-19 virus risk controls and active screening in place. To help reduce the risk of introducing the COVID-19 virus into the workplace, CNL sponsors will ensure that visitors are asked to adhere to the following guidance when attending a CNL site.

At the site entry point any “yes” responses to the screening questions below will result in denying site access to the visitor. To avoid being turned away at the site entry point, visitors are to conduct their own COVID-19 self-assessment within 24 hours of their arrival by truthfully answering the following screening questions and if answered “yes” to any of the questions, postpone their visit for 14 days or until cleared by Public Health.

Training



All CNL and Contractor’s personnel will be expected to undergo training in respect of CNL’s measures during COVID 19 prior to attending or returning to a CNL site. The training is in addition to CNL normal Contractor Safety Orientation. CNL is asking all contractors who are registered in ISN to access the training from ISN’s website, which will be made available by CNL shortly prior to each contractor needing to commence work. <https://www.isnetworld.com/en/>

If any Contractor is experiencing difficulties in ISN, please email CNL at: contractormanagement@cnl.ca for assistance.

For Contractors, who may not have access to ISN, CNL has a training package it can provide upon request by your CNL Contractor Representative, which can be directly presented to your personnel.

CNL will require signed confirmation by each participant who had undertaken the training. This shall be provided to your CNL Contractor Representative and allow CNL to update its records and know everyone on site is familiar and understands our new arrangements.

Physical Distancing

Protect against COVID-19



Practice physical distancing and stay 2 metres from other people.

CNL requires its employees and contractor personnel to exercise a minimum two metre spacing (physical distancing) at all times on a CNL site, except when essential work will not permit two metre spacing. In this instance each task will be reviewed on a case by case basis to determine if additional safety controls are required.

Contractors Return to Work Plans shall contain and demonstrate to CNL it has appropriate protocols for physical distancing.

Contractors are further encouraged to limit meetings, presentations, training and other gatherings at CNL locations. All gatherings at CNL locations must adhere to physical distancing requirements. Skype, teleconference or video conference should be used as an alternative to in-person meetings, presentations, training and other gatherings where possible.

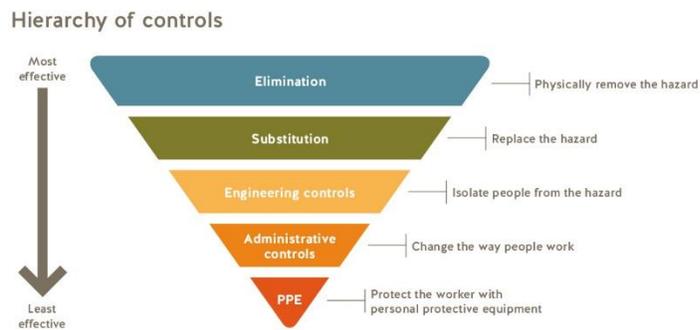
Instructions & Reporting of illness to CNL

CNL expects these same arrangements to be followed and either referenced or incorporated into its own COVID-19 Response Plan as set out below. The Contractor's management and supervisors shall be made aware/trained in these arrangements and as soon as reasonably practicable, report any illness to the CNL Contractor Representative **Contractor Return to Work Plans**

Contractors will be required to submit COVID-19 Response Plans for CNL acceptance via its CNL Contractor Representative. Response plan will need to specify the methods the Contractor has implemented to protect its workers during execution of work.

Contractors will not be permitted to return to work without acceptance of such plans, without specific written agreement from CNL. COVID-19 Response Plans shall as a minimum, cover the following:

1. Maintain compliance with Occupational Health and Safety Act (OHSA) and its regulations and the directives coming from the Chief Medical Officer of Health, as well as Federal and Provincial guidance in respect of measures for Health and Safety during COVID-19.
2. Show consideration of hierarchy of controls.



3. Contractor Policies, Work Practices and Protocols for:
 - Physical Distancing
 - Reporting of illness
 - Maintaining a clean and sanitary job site
 - Training of personnel in respect of any revised work practices (in addition to any provided by CNL), in particular any additional training to supervisor personnel
 - Planning and Sequencing of work
 - Tracking the location and health of its personnel
 - Use of personal protective equipment (PPE)

4. Hazard Assessment

COVID-19 has been identified as a potential hazard for all site work, regardless of the type of work. A risk assessment must be conducted by CNL Staff for all work using CNL's Hazard Screening checklist to determine the safety controls required to mitigate the risk. CNL will advise the Contractor of anything relevant or different, which they may need to take



account of in their work planning, which will need to be incorporated into their COVID-19 Response Plans and prior to performing any work.

Contractors shall resubmit their JHA/JSA's taking account of the changed work environment, revised methods of working etc., as part of their COVID-19 Response Plan for CNL acceptance.

5. Work Control Plans/Documentation

Contractors shall resubmit their Work Control documentation with consideration to adjustments in working practices and schedule, which should demonstrate to CNL matters including:

- limiting number of workers to critical number by staggering work schedules
- sanitation of sites and workspaces
- site planning to facilitate appropriate physical distancing (two metres) between workers during any particular shift
- work-site mobility and transportation, including hoist operations

6. Deliveries/Logistics

Please also help CNL by identifying any goods, equipment and material deliveries you expect, as well as inform your suppliers and their carriers of CNL screening requirements that will need to be observed.

Applicability:

The above requirements will be applied in a scalable way for all Contractors performing physical work at a CNL Site.

For inspections, testing, and routine maintenance activities, CNL will require evidence that the Company's Standard Operating procedures comply with the requirements in this document and revised JHA/JSA documentation has been submitted.

For CNL augmented staff which form or support part of CNL's own organization, CNL's own arrangements and supervision will continue to apply.

CNL Oversight Arrangements & Pre-Job Briefing

Following acceptance of your COVID-19 Response Plan, and written confirmation to resume work including any particular start date that should be applicable, your CNL Contractor Representative will:

- Provide a pre-job brief
- Ensure all relevant documentation is in place to start work
- Ensure all your personnel have received CNL and any relevant training called out in your plans
- Oversee your own pre-job brief to your personnel or subcontractor and ensure a consistent message is being passed on.



- Will provide oversight of your activities and ensure they are being carried in accordance with your plans and documentation.

Ongoing Health & Safety Performance and Probationary Periods

Contractors are also encouraged to speak with their CNL Contractor Representative if they are facing difficulties or challenges with either CNL's or their own arrangements. CNL recognizes this is new to everyone and will do what it can to listen and accommodate changes which may be required over time.

CNL would also appreciate any feedback or lessons learned during these challenging times and would also encourage its Contractors to heighten awareness about behavioral safety observations. E.g., use of face coverings and physical distancing.

In the event CNL Contractor Representative observes or identifies activities that are deemed unsafe, not in accordance with your contract, or not in accordance with your COVID-19 Response Plan, CNL will ask that you take corrective actions to address any deficiencies, and may potentially ask you to stop work until any deficiencies have been satisfactorily addressed.

Where a Contractor's performance has fallen short of expectations, CNL may instigate a Probationary period, where additional controls and/or supervision is put in place until confidence in working arrangement can be restored.

Additional Resources for Contractors

CNL has compiled a number of useful links below to aid in the preparations for return to work and establishing COVID-19 Response Plans:

- Resources to prevent Covid-19 in the workplace: https://www.ontario.ca/page/resources-prevent-covid-19-workplace?_ga=2.112296071.262533857.1595969932-1017130320.1588165301
- Link to Public Health Agency of Canada: <https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19.html>
- Canadian Centre for Occupational Health and Safety: <https://www.ccohs.ca/topics/hazards/health/pandemics/>

CNL Vendor Portal: [Vendor Portal | Canadian Nuclear Laboratories \(cnl.ca\)](#)