

## ISAO OPERATIONAL POLICY

### COVID-19 SAFETY PROTOCOLS FOR PARTICIPANTS Short Version

Approved by the ISAO Board of Directors 07-12-2021

#### References:

[\(ISAO\) Occupational Health and Safety Policy Statement](#)  
[Ontario Occupational Health and Safety Act and Regulations](#)

[Ontario. Reg. 364/20: RULES FOR AREAS AT STEP 3 AND AT THE ROADMAP EXIT STEP under Reopening Ontario \(A Flexible Response to COVID-19\) Act, 2020, S.O. 2020, c. 17](#)

[Ontario to Require Proof of Vaccination in Select Settings](#)

Note: **COVID-19 SAFETY PROTOCOLS FOR PARTICIPANTS – Long Version** is available as a version that provides relevant quotations from the above listed legal documents.

#### Purpose

The purpose of ISAO's COVID-19 Safety Protocols for Participants is to, as much as possible, protect the health of its staff, volunteers, members and associates and that of those groups' families, friends, clients, suppliers and the general public.

#### Controversy

While controversy exists regarding the nature of COVID-19 and measures employed by governments for its control and eradication, ISAO's COVID Safety Protocols for Participants assumes and accepts that COVID-19 is a real and present health threat and that control measures legislated and recommended by public authorities are valid. Regardless of opinions on this, ISAO is legally required to adhere to applicable legislation and regulations enacted at any level of government: municipal, provincial and federal. ISAO Members, of course, have the option of challenging ISAO policies and procedures at their Annual Meeting of Members. However, members do not have the option of requiring staff or volunteers to violate applicable legislation, and, in any event, violations could result in prosecution, fines and ISAO losing its not-for-profit status.

#### Guiding Principles

Therefore, ISAO's COVID-19 Safety Protocols for Participants (referred to as "Protocols in the rest of this document) must, first and foremost, follow applicable legislation and regulations. As

well, the Protocols are informed by recommendations from public authorities such as medical officers of health at all three levels of government. Finally, the Protocols must be practical. ISAO must be able, within its limited resources, to implement the Protocols effectively, efficiently and consistently. The Protocols must be practical and as simply stated and implemented as possible,

ISAO is a province-wide organization. Public Health regulations are established both locally and province-wide. These regulations change as public health conditions change. It would involve ISAO in a high level of complexity to have differing sets of COVID safety measures dependant on the location in which its services were being delivered. Hence, ISAO is adopting provincial regulations as its primary approach. Of course, this would be required in any safety program as provincial regulation is senior.

As well, ISAO is adopting the precautionary principle:

*The precautionary principle asserts that the burden of proof for potentially harmful actions rests on the assurance of safety and that when there are threats of serious damage, scientific uncertainty must be resolved in favor of prevention.*

In other words, the ISAO is adopting measures to ensure safety, regardless that some may feel the measures are too stringent. To be clear, by this is meant that the ISAO, in its efforts to continue its services to its members, will adopt reasonable measures that will help protect participants, staff, volunteers, and all others involved from contracting COVID-19 at its events.

## **Applicable Legislation**

### 1. [Ontario Occupational Health and Safety Act and Regulations](#)

In particular, ISAO is bound by section 25 of the OH&S Act:

#### ***Duties of employers***

*25 (1) An employer shall ensure that,*

*(h) take every precaution reasonable in the circumstances for the protection of a worker;*

The Ontario Ministry of Labour has clarified an organization's responsibility for the safety of its volunteers. The ISAO has a very active and large working volunteer corps. It provides the same level of health and safety provision to its volunteers as to its employees.

#### **What rights and responsibilities do volunteers and their organizations have?**

*Under the Occupational Health and Safety Act, a worker is defined in part as being "person who performs work or supplies services for monetary compensation". Although this definition does not include volunteers, employers still have some responsibility for the health and safety of people visiting or helping out in their workplaces.*

**The ISAO is guided by the principle and legal requirement that it will take every precaution reasonable in the circumstances for the protection of a worker and volunteer.**

2. [Ontario. Reg. 364/20: RULES FOR AREAS AT STEP 3 AND AT THE ROADMAP EXIT STEP under Reopening Ontario \(A Flexible Response to COVID-19\) Act, 2020, S.O. 2020, c. 17](#)

**STEP 3: SCHEDULE 1 - GENERAL RULES AT STEP 3.**

and

*Section 14: Regulations Specific to Businesses that Provide In-Person Teaching and Instruction*

**The ISAO operates in compliance with Ontario COVID regulations including social distancing and masking requirements.**

The ISAO is legally required to both have COVID-19 safety measures in place and to enforce them, including the maintenance of social distancing and the wearing of masks. However, the ISAO has neither the capability nor the resources to 100% ensure or enforce that event participants maintain the regulatory requirement of physically distancing by 2 meters at its events and the 100% continuous and proper use of masks – for indoor events. Masking is required at outdoor events only if social distancing is not possible. As well, it is acknowledged that participants can easily inadvertently violate social distancing and masking protocols.

### **3. [Ontario to Require Proof of Vaccination in Select Settings](#)**

**Proof of vaccination measures implemented by the government of Ontario on 22 Sept 2021, are specifically targeted towards situations where continuous, uninterrupted social distancing and masking may not be practical or possible.**

**ISAO Safety Protocols - Guiding Principles**

In view of all of the above, the following principles guide ISAO's Protocols:

- a. Complying with legal requirements; and
- b. Being guided by medical officers of health recommendations at the three levels of government; and
- c. Establishing a simple, practical safety protocol that can be effectively and consistently implemented; and
- d. The precautionary principle which could be understood as "Better safe than sorry;" and, primarily
- e. Taking every reasonable measure to protect the health of ISAO's staff, volunteers, associates and their families and friends and clients, suppliers and members of the general public.

ISAO is not in a position to ensure or enforce 100% social distancing and masking. Neither can it or should it enforce vaccination itself. As well, there are those with legitimate medical reasons for not being vaccinated or masked.

Therefore, by adopting a combination of vaccination proof requirement, masking and distancing in those situations where continuous distancing or masking is not possible or practical, participant safety meets the "every reasonable measure to protect health" standard. Proof of vaccination provides a level of safety that allows for full event participation for those who are comfortable with non-continuous masking or distancing when other participants are fully vaccinated.

ISAO cannot and will not *require* that anyone be vaccinated. However, for the safety of all, the ISAO can and will require that in-person participants provide proof of full COVID vaccination. ISAO will continue to offer virtual participation where possible for those who do not wish to be either vaccinated or provide proof of vaccination and for those who prefer to be distanced from congregated groups, regardless of safety protocols in place, while COVID-19 is an active health threat in the community.

## **COVID-19 Safety Protocols for Participants All In-Person Events**

### **Definitions**

Event: By event is meant any official ISAO event in which two or more people meet in-person, including all meetings and all services and social gatherings provided by and/or hosted by ISAO in any location, indoor or outdoor, including event set-up or preparation activities undertaken by staff and/or volunteers.

Participant: By participant is meant ISAO staff, volunteers, vendors, sponsors, service participants and deliverers and any others who may be present at an ISAO event. This does not include any who are momentarily present for event support purposes.

Momentary Event Support: By momentary event support is meant activities such as but not limited to equipment and supply delivery, emergency medical support, police services and pick-up/delivery services such as transportation, etc.

## 1. Proof of Vaccination

All participants will be required to provide proof of vaccination in accordance with the [Ontario Regulation to Provide Proof of Vaccination](#). (Proof is to be provided along with another piece of photo identification, such as a driver's licence or health card.) In accordance with that regulation, children under 12 and those with valid medical documentation (provided by a medical doctor) documenting that they are medically prevented from vaccination will be exempted from this requirement. There are no other exemptions allowed.

- Proof of vaccination or medical exemption documentation will be required at the registration table prior to each event start
- Once the Province of Ontario makes available an enhanced digital vaccine receipt that features a QR code, that (along with photo proof of identity) will be accepted as proof
- Those exempted from vaccination will be required to mask at all times and where that is not possible, to exercise vigilant, continual social distancing
- At the time of writing this policy, COVID-19 *Booster Shots* are not widely offered to the public, and, as such, are not mandatory at this time
- Those providing momentary support will be required to mask and maintain a 2 meter social distancing but will not need to provide proof of vaccination as long as they are not in the event facility for longer than 30 minutes.
- In keeping with privacy and protection of personal information, ISAO will not keep, record or copy any records of any kind (including their contents) of proof of vaccination, medical documentation of exemption, or COVID PCR testing. Participants will need to provide the required documentation just prior to the start of each ISAO event.

## 2. Masking

All participants will be required to wear a medical mask or suitable replacement such as a double-layer, fine-weave cotton mask.

- [Government of Ontario recommendations on Face Coverings and Face Masks](#)
- [Government of Canada Non-Medical Face Masks](#)
- Those with valid and appropriate medical documentation may be exempted from wearing masks
- Participants, such as, but not only young children who may not be able to put on or remove their own mask are exempted. (The ISAO will not be holding any children-specific events until such time as children can be vaccinated.)

- Those exempted from masking will be required to exercise vigilant social distancing at all times.
- Those providing momentary support will be required to mask and maintain a 2 meter social distancing but will not need to provide proof of vaccination as long as they are not in the event facility for longer than 30 minutes.
- The ISAO will make available medical masks on a cost-recovery basis at all events. (Staff and volunteers will have access to medical masks at no cost.)
- Presenters may temporarily remove their mask for the purpose of clarity of communication when required but must exercise continuous social distancing of 3 meters when indoor and 2 meters when outdoor and must immediately put on their mask when the presentation is complete or when social distancing is not possible or may be compromised.

### 3. Social Distancing

All participants will be required to maintain a distance of 2 meters (6 feet) from other participants except where being closer is unavoidable due to the nature of the event or service. This includes whether standing or sitting; inside and outside and includes any line-ups for registration or any other reason. The only exception is for family members who may social distance from others as a family group.

To be clear, social distancing and masking is required in addition to proof of vaccination, at any *indoor* event. In an *outdoor* environment, social distancing is required in addition to proof of vaccination, and if social distancing is **not** possible a mask must be worn.

### Obtaining Proof of Vaccination (Ontario Regulation)

- Ontarians currently have access to a paper or PDF vaccine receipt that includes all relevant information to prove that they are fully vaccinated. As of September 22, Ontarians will be required to show their vaccine receipt when entering designated settings along with another piece of photo identification, such as a driver's licence or health card.
- Individuals can provide proof of immunization by downloading or printing their vaccine receipt from the provincial booking portal, or by calling the Provincial Vaccine Booking Line at 1-833-943-3900.
- Ontarians who received their first or second dose of the [COVID-19 vaccine out of province](#) should contact their local [public health unit](#) to record their information and receive proper documentation.

To obtain your COVID vaccination receipt: <https://covid19.ontariohealth.ca/>. You will need:

- A green photo health (OHIP) card. You will need the numbers from both the front and back of the card. As of Sept 21, 2021, expired cards are currently being accepted.
- Your date of birth

- Your postal code (The one associated with your health card)

**END**