



1. Assess the risk at the workplace:

- 1.1. The workplace at Grape Escapes can include the home office, vehicle used to transport guests, wineries, and vineyards.
- 1.2. Grape Escapes guides are required to come into close proximity with guests and other winery staff.
- 1.3. Grape Escapes guides and visitors are often touching vehicle door handles, winery door handles, wine bottles and boxes, and insulated cooler bags.

2. Measures to reduce the risk:

- 2.1. Physical distancing of 2 metres should be maintained as much as possible.
- 2.2. In the **Mercedes Benz Sprinters**, the maximum number of people occupying seats is 7 people (the maximum number of people in the same group is 6; the "group" does not need to physically distance from each other). If the guests are made up of more than 1 group, each group must physically distance by 2 metres.
- 2.3. In the **Honda Odyssey**, the number of guests occupying seats is a maximum of 6 people from the same group. No more than 1 group is permitted in the Honda.
- 2.4. In the **Volkswagen Bus**, the number of guests occupying seats is a maximum of 6 people from the same group. No more than 1 group is permitted in the VW Bus.
- 2.5. In the **Ford E450**, the number of guests occupying seats is a maximum of 21 people made up from 1 group. More than 1 group can occupy seats provided there is a physical distance of 2 metres between each group (e.g. 5 groups of 2 people).
- 2.6. Where physical distance cannot be maintained, non-medical masks can be used, however, these have limitations (Grape Escapes will provide our guides with masks; guests provide their own masks). See poster on "Selecting and Using Masks."
- 2.7. Grape Escapes will provide hand sanitizer in all vehicles where guides and guests will be encouraged to use when needed.
- 2.8. Grape Escapes will require a regular cleaning protocol for all common areas and surfaces on and in the vehicles at the end of each tour and as necessary.
- 2.9. Guests and Employees: Help prevent the spread of COVID-19. Please do not enter this workplace if you have any of the following symptoms:
 - 2.9.1. Chills
 - 2.9.2. New or worsening cough
 - 2.9.3. Shortness of breath
 - 2.9.4. Fever
 - 2.9.5. New muscle aches or headache
 - 2.9.6. Sore throat
 - 2.9.7. Have travelled outside of Canada within the last 14 days
 - 2.9.8. Are a close contact of a person who tested positive for COVID-19
 - 2.9.9. All other visitors, please wash your hands or clean them with hand sanitizer before and after your visit.
 - 2.9.10. Please maintain physical distancing of 2 metres.
 - 2.9.11. If you are displaying symptoms of COVID-19, refer to HealthLink BC at 811.

3. COVID-19 Policy

- 3.1. Maintain physical distancing as much as possible. When guides are unable to maintain physical distancing of 2 metres, consider using your non-medical mask.
- 3.2. Guides must ask all guests if they have had symptoms of COVID-19 in the last 10 days, and if so must self-isolate at home; symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat and new muscle aches or headache. They will not be permitted on the tour.
- 3.3. Guides must ask all guests if they are under the direction of the provincial health officer to self-isolate. They must follow those instructions and will not be permitted on the tour.
- 3.4. Guides must ask all guests if they have arrived from outside of Canada within the past 14 days, or who is a contact of a confirmed COVID-19 case, to self-isolate for 14 days and monitor for symptoms. They will not be permitted on the tour.
- 3.5. Should the guide or guest start to feel ill while on tour, contact the Grape Escapes main office immediately to arrange travel back to their place of residence or accommodations and have them contact their health care provider. Also, anyone in contact with the ill person should also contact their health care provider.
- 3.6. Guides who show any symptoms of COVID-19 at anytime must notify Grape Escapes and stay home when sick.

4. Communication

- 4.1. See "Occupancy Limits" poster. Each vehicle has COVID-19 passenger limits to maintain physical distancing.
- 4.2. See "Handwashing Practices" poster. Hand sanitizer is available in each vehicle.
- 4.3. Restrictions on joining a tour or entering the vehicle for visitors and guides: see poster.