



Regional District of Mount Waddington

RDMW HAZARD ASSESSMENT FORM Arena Operations										
DEPARTMENT/CREW: Chilton Arena					Date Implemented: March 23, 2020			Last Update: February 26, 2021		
Completed by Gerry Little, Arena Manager			EMPLOYEES INVOLVED:		All Arena Staff		Operations	Contractors		
JOB: COVID-19 Prevention Arena			HAZARD RATING:		RECOMMENDATION:			PERSON RESPONSIBLE:	TARGET COMPLETION DATE:	
IDENTIFIED HAZARDS:			S	P	E	T				
Avoid contracting COVID-19 through touch points such as desks, door handles, switches, computers, etc.			1	1	1	3	Wipe desks and other contact points. Keep office doors open to avoid touching. Disinfect personal work stations. Workers responsible for their own work stations during the day.		All Staff	February 26, 2021
Public-Physical Distancing			1	1	1	3	Keep a minimum 2 meters apart. All Staff and Patrons must wear a mask.		All Staff	February 26, 2021
Bathrooms			1	1	1	3	Maximum 2 persons allowed in Public bathrooms. Clean hourly.		All Staff	February 26, 2021
Office			1	1	1	3	Keep door locked at all times. Maximum 4 persons permitted with recommended distancing. Wash hands upon arrival to work and after breaks. Public appointment by phone. Stairwell to be locked and only used by Elizabeth. Lockers are not to be used. Masks to be worn.		All Staff	February 26, 2021
Zamboni and charging station			1	1	1	3	Clean after each use.		All Staff	February 26, 2021
Dressing Rooms			1	1	1	3	Maximum 8 people permitted in each dressing room. Showers are closed.		All Staff	
Bleachers and Lobby			1	1	1	3	Max 4 per section. Max 40 patrons on ice surface.		All Staff	February 26, 2021
Recycling			1	1	1	3	When dealing with bottles and cans use nitrile gloves as a precaution.		All Staff	February 26, 2021
Tools and Equipment			1	1	1	3	Clean tools and equipment after each use.		All Staff	February 26, 2021
Policing			1	1	1	3	Report any Covid Prevention abuse to the manager. Staff are instructed not to enforce Covid infractions. Staff are to educate patrons.		All Staff	February 26, 2021
Covid Supplies			1	1	1	3	Ensure adequate stock is available at entrances.		All Staff	February 26, 2021

Notes:

- **SEVERITY** – Depending on how serious the outcome if something went wrong – rate 1, 2 or 3 (3 being worst)
- **PROBABILITY** – how likely is it that something will go wrong – rate 1, 2 or 3 (3 being most likely)
- **FREQUENCY OF EXPOSURE** – how many people, how often exposed, rate 1, 2, or 3 (3 being most often or lots of people)
- **TOTAL** – total the previous 3 columns: 3-4 is LOW Priority 5-6 is MEDIUM priority 7-9 is HIGH Priority
- **Address HIGH priority hazards first, then MEDIUM priority hazards. LOW priority hazards may not require attention at this time; they may simply require monitoring.**
- Review the controls in place and consider what should be added. Try engineering controls (guards, screens, mufflers, ventilation, etc.) before relying on things like administrative controls, warning signs, pylons, reminder notes, masks, gloves, etc.
- Determine how quickly the recommended controls should/can be put in place (remember to set reasonable goals) and who is responsible to ensure it gets done