Guidelines for Travelling on Campus (use of paths, sidewalks, parking lots, hallways/corridors) during the COVID-19 Pandemic

Scope
The guidelines outlined in this document will assist in the development of Standard Operating Procedures (SOPs) related to Travelling on Campus and will help to ensure the appropriate COVID-19 health and safety considerations for the protection of all members of the McMaster community.

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For more information, contact Environmental and Occupational Health Support Services (EOHSS)
Hierarchy of Hazard Control

Hazard mitigation should always focus on implementing control measures to eliminate or reduce risk. For this purpose, the hierarchy of controls must be considered. This hierarchy can be applied to any hazard in the workplace including COVID-19. A brief overview of this concept is highlighted below.

- Continue Working Remotely
  - (Elimination of Hazard)
  - Remove the potential for exposure to COVID-19

- Adjust the Workplace
  - (Engineering Controls)
  - Re-design or modify the workplace configuration to enable physical distancing

- Adjust Work Processes
  - (Administrative Controls)
  - Implement hand hygiene practices and/or make adjustments to other administrative processes such as staggered shifts, changing of work hours, etc.

- Provide PPE
  - Where the previous measures are not possible or are ineffective, Personal Protective Equipment (PPE) may be necessary to reduce the potential for exposure to COVID-19

Travelling on Campus by Foot

Physically Distancing on Paths and Sidewalks

- Individuals practice physical distancing by staying 2m (6ft) apart from other pedestrians.
- Always stay on maintained paths and sidewalks – unmaintained paths can be hazardous as overgrowth and debris may be present from lack of use during the stay-at-home period.
- Follow signs marking the direction of the paths should this be provided.

Parking lots

- Attempt to park away from other cars that have arrived closely together to avoid exiting cars at the same time

For more information, contact Environmental and Occupational Health Support Services (EOHSS)
• Maintain physical distancing (2m, 6ft) while exiting and walking through parking lots to buildings.
• Use the marked pathways and sidewalks to exit the parking lots

Hallways, Corridors, and Elevators

• Note the assigned entrances and exits to the building and abide by them
• Maintain physical distancing (2m, 6ft) while in the buildings
• Follow the directional markings to avoid crowding and to maintain physical distancing.
• Follow the directional arrows in the stairwells to avoid encountering other people
• Elevators should only be used by individuals with disabilities or those transporting materials such that stairs are not an alternative.
• Only one individual shall enter and ride an elevator at one time unless physical distancing can be maintained (this will be indicated on the elevator). If the elevator door opens and someone is already on, wait until it returns.

Hygiene Practices

Handwashing is one of the best lines of defense against the COVID-19 virus. Washing hands with soap and water for at least 20 seconds or using an alcohol based (at least 60%) sanitizer is recommended by Public Health Ontario.

Practice proper nose and mouth etiquette by covering them whenever you cough or sneeze with a disposable tissue. If you do not have disposable tissues, cough or sneeze into your elbow or sleeve to avoid sending exhaled droplets through the air.

• Prior to entering and after leaving buildings, wash hands or use a hand sanitizer
• When in the buildings, avoid touching frequently touched surfaces such as door handles and elevator buttons – instead use your elbow or a pen if possible.
• Frequently touched surfaces such as doorknobs and stairwell railings will be sanitized frequently throughout the day by the custodial staff, however, one you reach your location, wash hands or use hand sanitizer after touching these surfaces.
• Avoid touching your face, eyes, nose, and mouth until you are able to wash or sanitize your hands.

Personal Protective Equipment

If your job requires you to be face to face with people or handle frequently touched surfaces, your supervisor will provide you with proper PPE. However, Public Health Ontario maintains that with physical distancing and proper hand hygiene, masks and gloves are not mandatory and at this time the University will not be providing them to individuals on campus.

For more information, contact Environmental and Occupational Health Support Services (EOHSS)
Resources

- Public Health Ontario - [COVID-19 Self-Assessment Tool](#)
- Public Health Ontario - [COVID-19 Information](#)
- Government of Ontario - [COVID-19 information](#)

For more information, contact [Environmental and Occupational Health Support Services (EOHSS)](#)