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The *Workers Compensation Act* requires that the employer must post a copy of this report in a conspicuous place at or near the workplace inspected for at least seven days, or until compliance has been achieved, whichever is the longer period. A copy of this report must also be given to the joint committee or worker health and safety representative, as applicable.

A revised version of the *Workers Compensation Act* took effect on April 6, 2020. The B.C. government's revisions aim to make the Act easier to read and understand, and to reorganize the numbering to make laws easier to find. The revisions make no changes to B.C.'s laws concerning workers' compensation, occupational health and safety, and employers' assessment premiums. Please be aware there may be a transitional period where correspondence from WorkSafeBC may include references to either the previous Act or the revised Act. For more information, visit [www.worksafebc.com/WCA2019](http://www.worksafebc.com/WCA2019) or call the Prevention Information Line at 604.276.3100, or toll free within BC at 1.888.621.7233 (SAFE).

**Inspection Report #202017184117A**

Employer Name	Jobsite Inspected	Scope of Inspection
FINZ RESORT INC.	FINZ RESORT INC - Campground 2001 EAGLE BAY RD BLIND BAY BC V0E 1H1	COVID-19 site inspection

Date of Initiating Inspection	Date of This Inspection	Delivery Date of This Report	Delivery Method
Jun 30, 2020	Jun 30, 2020	Jul 03, 2020	Email

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**THERE ARE ZERO (0) ORDERS OR OTHER ITEMS OUTSTANDING**

**ACTION MAY STILL BE NECESSARY TO ENSURE COMPLIANCE  
PLEASE READ FULL REPORT**

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## **INSPECTION NOTES**

COVID-19 is an infectious disease that spreads primarily through contact with an infected person when they cough or sneeze or when a person touches a surface or object that has the virus on it and then touches their eyes, nose or mouth. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and muscle aches or headache, and may take up to 14 days to appear after exposure to COVID-19.

**The purpose of this inspection is to review this employer's response to the current COVID-19 pandemic in relation to worker health and safety at this workplace.**

**I inspected Finz Resort (the employer) on June 30, 2020. The inspection was limited to campground, marina, and store operations and did not include the restaurant.**

**The campground, store and marina has 6 workers.**

**The employer's measures for COVID-19 are described below in Employer's COVID-19 response - Campgrounds, parks and tourism.**

Employers are required by section 21(2)(c) of the *Workers Compensation Act* to establish occupational health and safety policies and programs in accordance with the Occupational Health and Safety Regulation (OHSR). The Provincial Health Officer (PHO) has directed that, in accordance with this requirement, employers must have a COVID-19 Safety Plan to assess the risk of exposure at their workplace and implement measures to keep workers safe.

### **Developing a COVID-19 Safety Plan:**

A COVID-19 Safety Plan must include policies, guidelines, and procedures to reduce the risk of COVID-19 transmission in the workplace. Employers must involve frontline workers, joint health and safety committees, and supervisors in identifying protocols for their workplace.

WorkSafeBC has created the following resources to assist with the development of this plan. Note, these resources can be found on [www.worksafebc.com](http://www.worksafebc.com).

- A guide to reducing the risk of COVID-19 which outlines the following **six steps**:
  1. Identify where COVID exposure arises in your workplace and assess the risks,
  2. Implement control measures/protocols to reduce the risks, starting with the highest level of protection and moving down as appropriate,
  3. Develop policies that include your protocols,
  4. Develop communication plans and training on the policies,
  5. Monitor policy implementation and update policy as needed, and
  6. Assess and address risks related specifically to resuming operations.
- COVID-19 Safety Plan template that can be used to document the employer's Safety Plan.
- Industry-specific protocols can be reviewed to assess which are relevant to your industry. Note, guidance for additional sectors will be posted on [www.worksafebc.com](http://www.worksafebc.com) as they become available.
- Health and safety resources such as workplace posters, information on cleaning and hygiene practices, and guidance on the selection and use of masks.

In accordance with PHO order:

- This Safety Plan must be posted on the employer's website, if one exists, and at the employer's workplace.
- The employer is to provide a copy of the plan to a WorkSafeBC officer on request.

## **EMPLOYER'S COVID-19 RESPONSE - CAMPGROUNDS PARKS AND TOURISM**

**GENERAL CONSIDERATIONS**

- Post signage to clearly communicate your policies on who can be at the workplace, which includes following the guidance of the provincial health officer and the BC Centre for Disease Control around self-isolation: **IMPLEMENTED**
  - anyone who has had symptoms of COVID-19 in the last 10 days must self-isolate at home; symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat and new muscle aches or headache
  - anyone under the direction of the provincial health officer to self-isolate must follow those instructions
  - anyone who has arrived from outside of Canada must self-isolate for 14 days and monitor for symptoms
- Review and coordinate roles and responsibilities with all contractors, suppliers and staff. Employers should develop procedures to ensure contractors are aware of and aligned with your health and safety program requirements, including relevant COVID-19 related protocols and are following protocols of their own. **IMPLEMENTED**
- For locations where parks staff are working from multi-ministry or regional offices, coordination is required to ensure plans align across locations. **NOT APPLICABLE**
- Review staffing levels and adjust as needed to ensure enhanced cleaning of high-touch areas and enhanced staff presence to manage park visitors. **IMPLEMENTED**
- Establish and post occupancy limits for all areas to accommodate physical distancing of 2 metres between individuals or family groups/units. This may include offices, lunch rooms, break rooms, washrooms, and vehicles. **IMPLEMENTED**
- Limit or prohibit visitors to offices. **IMPLEMENTED**
- Ensure physical distancing can be maintained between workers, guests and the public throughout the workplace including reception areas, kiosks and rental shops. The configuration of some workplaces will not allow for physical distancing to be maintained – for example, the width of some reception areas will not ensure adequate distance. In these cases, consider other ways of maintaining distance, such as stanchions to indicate where guests should stand, or installing a physical barrier to reduce the risk of transmission. **IMPLEMENTED AS APPLICABLE**
- Ensure guests are aware of policies and protocols before they arrive at your worksite. Send out information through regular marketing channels and social media about limitations, rules, limited facilities, and service to manage expectations during partial openings. **IMPLEMENTED**
- Implement hand hygiene policies and ensure they are communicated throughout the facility. Ensure handwashing or hand sanitizing stations are available throughout the facility. **IMPLEMENTED**
- Some customers will need to pay with cash. For customers using credit cards and loyalty cards, have the customers scan or tap their cards and handle the card readers themselves where possible. Establish hygiene practices that include washing or sanitizing hands after handling cash or cards handled by the public. **DISCUSSED WITH EMPLOYER. REVISIONS IMPLEMENTED**
- Provide signage and information regarding rules and process throughout facility including park, trails, beach, campground and general outdoor areas. Consider posting signage in other majority languages or provide pictograms. **IMPLEMENTED AS APPLICABLE**
- Where appropriate to maintain distancing, consider implementing one-way walkways or marking off designated walking areas to manage the flow of people. **IMPLEMENTED AS APPLICABLE**
- Develop a cleaning and disinfecting plan that includes high-touchpoint areas and surfaces including washrooms, change rooms, showers, vending machines, key pads, bank machines, shared computers and other office equipment, and POS locations, as well as common switches, door handles, pay phone or public access phones, indoor furnishings, and rental equipment. **IMPLEMENTED**
- Note that the provincial health officer's order prohibiting mass gatherings applies to these worksites. Events, groups, tours, and gatherings must be limited to fewer than 50 people to comply with this order.
- Develop emergency plans and staff support in events such as: **IMPLEMENTATION REQUIRED. DISCUSSED WITH EMPLOYER. PLEASE REVIEW OHS3.14-3.21 AND ASSOCIATED GUIDELINES**
  - Medical emergencies, including providing first aid to the public and guests (consider vulnerable visitors) **DISCUSSED WITH EMPLOYER. IMPLEMENTATION REQUIRED.**
  - Sudden overcrowding
  - Remote and capsized recoveries
- Coordinate emergency plans with local emergency responders and put special consideration to the remote nature of many of these worksites. **IMPLEMENTATION REQUIRED**
- Spaces such as interpretive centres, amphitheatres, nature houses, and indigenous cultural establishments must follow and maintain physical distancing measures, provide enhanced cleaning and abide by applicable orders such as the provincial health

officer's order prohibiting mass gatherings. **COMMON AREAS CLOSED**

- Ensure that any vending markets, including farmers markets, abide by an order issued by the provincial health officer around the management of these events. **NOT APPLICABLE**

### **CONCESSION STANDS AND OPERATOR OFFERED MEALS - FOOD SERVICE NOT INSPECTED**

- On June 10, the office of the provincial health officer issued a revised order for Food Service Establishments and Liquor Services. This order provides a number of requirements for these establishments, including how occupancy limits must be calculated, table and seating configurations, the use and configuration of barriers, collecting and maintaining contact information from patrons, and the application of the 50-person maximum order on events.
- Ensure there is sufficient staff to manage the volume of customers and associated line ups and food pick up areas.
- Space out or limit the number of picnic tables to ensure adequate spacing between groups.
- Any food and water provided by operators (e.g., tours, excursions) should be individually packaged and not shared.
- Guests should not be involved in meal preparation.
- Control access to all food supplies and minimize handling.

### **RENTAL SHOPS AND EQUIPMENT**

- Refer to guidance retail services for additional protocols and guidance.
- Be sure to consider occupancy calculations where relevant.
- Control use of equipment to one group of users at a time and clean and disinfect between use. **IMPLEMENTED AS APPLICABLE**

### **TRANSPORTATION - NOT APPLICABLE**

- Transportation of all kinds, including buses, shuttles, helicopters, ATVs, and boats, should be limited to essential use only. Note that Transport Canada has guidance, orders, and safety alerts in place for workers and activities under its jurisdiction (marine, air, and rail transportation).
- Employers should assess the number of workers being transported or sharing vehicles at any given time and employ measures to ensure at least 2 metres of distance between workers is maintained.
- Whenever possible, workers should travel alone in their vehicles. Employers must implement all the necessary safeguards related to working alone or in isolation to ensure the safety of these workers.
- Measures that may be taken to ensure at least 2 metres of distance include the following:
  - Have workers sit one to a seat
  - Stagger riders to allow for maximum distance
  - Adjust the number of workers per trip and the overall number of trips needed to transport workers to a worksite
  - If possible, use larger vehicles or multiple vehicles
- Track who drives which vehicles and minimize changes in teams or vehicle assignments. Consider creating consistency in crews of workers using vehicles together and performing shifts or work tasks together.
- If it is not possible to ensure 2 metres of distance between workers in a vehicle through these measures, consider the use of barriers if applicable. Where barriers are not applicable, consider the use of masks.
- Employers must also implement a process that allows for physical distancing when loading and unloading buses or other vehicles. Workers waiting for loading and unloading should maintain physical distancing while remaining safely away from traffic.
- Employers should have handwashing facilities or sanitizing stations available to workers as they enter and exit the vehicle.
- Employers must ensure that high contact surfaces within the vehicle are routinely cleaned and disinfected. These include seatbelts, headrests, door handles, steering wheels, and hand holds.
- Incorporate end-of-shift vehicle wipe downs, include a method for tracking end of shift cleaning and provide workers with appropriate supplies, like soap and water, hand sanitizer, and disinfectant wipes.
- Ensure that physical distancing can be maintained for bike valet or rental racks. Ensure adequate space is provided between bike racks, and manage how people access bikes at pick up and drop off. Ensure bikes, helmets, and locks are wiped down between users.

## **STAFFING**

- Consider creating cohorts of workers who work together and who do not interact with other cohorts. This will assist in reducing transmission throughout the workplace in the event that a staff member becomes ill. **NOT APPLICABLE. MINIMAL STAFF**
- Limit in-person meetings and other gatherings and hold any meetings in larger open spaces or outside if possible.

### **IMPLEMENTED**

- Establish hygiene practices that address the needs of the workplace that includes the requirement to wash or sanitize hands after coming into contact with public items. **DISCUSSED WITH EMPLOYER. REVISED PROTOCOL IMPLEMENTED**
- Post cleaning procedures and worker expectations in all common spaces. **IMPLEMENTED**
- Before entering any shared space such as vehicle or office, wash hands or use hand sanitizer. **IMPLEMENTED AS APPLICABLE**
- Clarify procedures to wipe down or disinfect shared office equipment before use. **IMPLEMENTED**
- Ensure staff have the support and strategies for dealing with visitors who may be unwilling or are unable to understand the approach to managing visitor volumes. This should include reviewing your violence risk assessment, policies and procedures, and training and reporting requirements under the Occupational Health and Safety Regulations for minimizing the risk of violence to workers. **IMPLEMENTATION REQUIRED**
- For operators providing accommodation to staff, review the accommodation sector guidance for additional protocols.
- First aid attendants should follow OFAA protocols during the COVID-19 pandemic.
- Refer to Lifesaving Society BC/Yukon Staff Resuscitation & First Aid Recommendations.

### **Instructors and guides**

- Employers should have COVID-19 related protocols for instructors and guides that includes the management of physical distance with guest and patrons. Refer to viaSport for guidance on game play and follow any related protocols to support non-contact sporting activities. **NOT APPLICABLE**
- If possible keep the same group of guests together for sessions in order to minimize exposure. **NOT APPLICABLE**
- Physical distance of at least 2 metres between each guest and instructor/guide should be maintained. Instructions and guiding should be conducted in a manner that avoids touching clients. Consider using verbal cues or technology to share instructional material and plans. **NOT APPLICABLE**
- For activities involving direct contact, ensure that hand hygiene is practiced using an alcohol-based hand rub or handwashing before and after contact.
- In situations where physical distancing cannot be maintained and workers have frequent contact with guests, consider use of non-surgical masks. Ensure workers understand proper use of masks. **EMPLOYER IS REMINDED OF TRAINING**

### **REQUIREMENTS ASSOCIATED WITH USE OF MASKS**

- First aid attendants should follow OFAA protocols during the COVID-19 pandemic.
- Facilities offering day camps, please review guidance for childcare and day camp operators.

## **CLEANING AND DISINFECTING**

- Develop a cleaning and disinfecting plan that includes high touch point areas and surfaces including washrooms, change rooms, showers, vending machines, key pads, bank machines, shared computers and other office equipment, point-of-sale locations, as well as common switches, door handles, pay phone or public access phones, indoor furnishings, and rental equipment. Remove non-essential items (e.g., magazines, newspapers, toys) from common areas to facilitate cleaning. **IMPLEMENTED**
- Train staff on cleaning plan. Ensure adequate cleaning supplies are available, and that staff are trained on the proper use of cleaning supplies. Workers performing cleaning tasks are not required to wear additional personal protective equipment (e.g., mask, face shield, gloves, and goggles) beyond that which would be normally worn. Develop checklists outlining protocols and frequency. **IMPLEMENTED TOURISM ACTIVITIES (NOT COVERED ABOVE) - NOT APPLICABLE**

- Limit number and placement of guests, minimize sharing of equipment and provide enhanced cleaning and disinfecting.
- Note that most specific tourism activities will also benefit from plans developed by their industry associations to which they can refer for additional information. Employers are advised to ensure that these plans align with orders, notices, or guidance issued by the provincial health officer, and the appropriate health authority.

- For operators providing accommodation to guests or staff, review the accommodation sector guidance for additional protocols.
- See sports and recreation protocols for more information on pools and hot tubs. Operators are advised to follow guidance from their local authority around the operation of these facilities.
- Remote operations should limit exposure to communities, being careful to avoid unnecessary interactions. Operators should stay abreast of any current precautions being taken in their region and respect the wishes of Indigenous leaders and communities.
- Follow the recommendations of the First Nation Health Authority or local indigenous community when offering cultural wellness practices, including smudging, sweat lodge or pipe ceremonies.
- Opportunities for handwashing or hand sanitizing should be provided every time a group stops for breaks, lunch, at camp, or at any other meal. Portable handwashing facilities or additional sanitizing options may need to be provided to ensure that appropriate hand hygiene and physical distancing is maintained.
- Separate personal gear and minimize exposure. If lockers or drying rooms are provided, ensure adequate space between people and items.
- For water-based recreational activities, ensure adequate distancing is maintained between guests wherever possible. If considering the use of masks, take into consideration any safety considerations that would be introduced by the use of masks in these environments, and be advised that non-medical masks may lose effectiveness if they become wet.

**It is to be noted that:**

- Workers in B.C. have the right to refuse unsafe work if they believe it presents an undue hazard. WorkSafeBC Guideline - G3.12 "Refusal of unsafe work" provides information about work refusals, including a flowchart illustrating the right to refuse process. Employers must immediately investigate reports of unsafe work and ensure that any necessary corrective action is taken without delay.
- Mental health is just as important as physical health and it is important to take measures to support mental well-being. Workers in the workplace may also be affected by the anxiety and uncertainty created by the COVID-19 situation. See Available Resources.

**Available COVID-19 Resources:**

**WorkSafeBC:**

- COVID-19 information and resources: <https://www.worksafebc.com/en/about-us/covid-19-updates>
- Preventing exposure to COVID-19 in the workplace A guide for employers:  
<https://www.worksafebc.com/en/resources/about-us/guides/preventing-exposure-to-covid-19-in-the-workplace?lang=en>
- Guide to reducing the risk of COVID-19:  
<https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation>
- COVID-19 Safety Plan: <https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en>

**Government of BC:**

- COVID-19 Orders, Notices & Guidance:  
<https://www2.gov.bc.ca/gov/content/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/current-health-topics/covid-19-novel-coronavirus>
- Managing COVID-19 Stress, Anxiety & Depression:  
<https://www2.gov.bc.ca/gov/content/health/managing-your-health/mental-health-substance-use/managing-covid-stress>
- BC's Restart Plan:  
<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>

**Other:**

- BC Centre for Disease Control: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>
- HealthLink BC: <https://www.healthlinkbc.ca/>
- Canadian Mental Health Association Stay Well in Uncertain Times: <https://cmha.bc.ca/covid-19/>



**OFFICER CONTACT -----**

**The employer or workers are welcome to contact this Officer regarding any questions related to the employer's and worker's responsibilities under the ACT and REGULATION:**

David Torrie  
Occupational Safety Officer  
Prevention Field Services

**by any of the following means:**

**Mail to:**  
321 Battle Street  
Kamloops BC  
V2C 6P1

**Cell:** 250-320-4804  
**Fax:** 250-371-6031  
**Email:** david.torrie@worksafebc.com

## REFERENCES

In addition to any orders, or other items, and the information provided in the Inspection Notes section in this Inspection Report, the officer may discuss other health and safety issues with the employer arising out of the inspection. The information below sets out the health and safety requirements discussed with the employer, and unless otherwise noted, violations of these requirements were not observed.

Reference	Details Discussed
<b>WCA21(1)(a)</b>  Every employer must ensure the health and safety of all workers working for that employer, and any other workers present at a workplace at which that employer's work is being carried out.	Reference for Employer
<b>WCA21(2)(c)</b>  An employer must establish occupational health and safety policies and programs in accordance with the regulations.	Reference for Employer
<b>WCA31</b>  An employer must establish and maintain a joint health and safety committee: (a) in each workplace where 20 or more workers of the employer are regularly employed, and (b) in any other workplace for which a joint committee is required by order.  Pursuant to section 44 of Workers Compensation Act, the employer must post any order written under Division 5 of the OHS Provisions and keep it posted for 12 months.	Reference for Employer
<b>OHS3.1(1)(a)</b>  An occupational health and safety program as outlined in section 3.3 must be initiated and maintained (a) by each employer that has (i) a workforce of 20 or more workers, and (ii) at least one workplace that is determined under section 3.16 (2) (b) to create a moderate or high risk of injury.	Reference for Employer
<b>OHS3.1(1)(b)</b>  An occupational health and safety program as outlined in section 3.3 must be initiated and maintained (b) by each employer that has a workforce of 50 or more workers.	Reference for Employer



Reference	Details Discussed
<b>OHS3.2</b>  In any operation where the workforce is less than that referred to in section 3.1 (1) the employer must: (a) initiate and maintain a less formal program based on regular monthly meetings with workers for discussion of health and safety matters, (b) ensure that meetings are directed to matters concerning the correction of unsafe conditions and practices and the maintenance of cooperative interest in the health and safety of the workforce, and (c) maintain a record of the meetings and the matters discussed.	Reference for Employer
<b>OHS3.3</b>  The occupational health and safety program must be designed to prevent injuries and occupational diseases, and without limiting the generality of the foregoing, the program must include: (a) a statement of the employer's aims and the responsibilities of the employer, supervisors and workers, (b) provision for the regular inspection of premises, equipment, work methods and work practices, at appropriate intervals, to ensure that prompt action is undertaken to correct any hazardous conditions found, (c) appropriate written instructions, available for reference by all workers, to supplement this Occupational Health and Safety Regulation, (d) provision for holding periodic management meetings for the purpose of reviewing health and safety activities and incident trends, and for the determination of necessary courses of action, (e) provision for the prompt investigation of incidents to determine the action necessary to prevent their recurrence, (f) the maintenance of records and statistics, including reports of inspections and incident investigations, with provision for making this information available to the joint committee or worker health and safety representative, as applicable and, upon request, to an officer, the union representing the workers at the workplace or, if there is no union, the workers at the workplace, and (g) provision by the employer for the instruction and supervision of workers in the safe performance of their work.	Reference for Employer
<b>OHS3.5</b>  Every employer must ensure that regular inspections are made of all workplaces, including buildings, structures, grounds, excavations, tools, equipment, machinery and work methods and practices, at intervals that will prevent the development of unsafe working conditions.	Reference for Employer

Reference	Details Discussed
<b>OHS3.9</b> Unsafe or harmful conditions found in the course of an inspection must be remedied without delay.	Reference for Employer
<b>OHS3.12(1)</b> A person must not carry out or cause to be carried out any work process or operate or cause to be operated any tool, appliance or equipment if that person has reasonable cause to believe that to do so would create an undue hazard to the health and safety of any person.	Reference for Employer
<b>OHS3.12(2)</b> A worker who refuses to carry out a work process or operate a tool, appliance or equipment pursuant to Subsection 3.12(1) must immediately report the circumstances of the unsafe condition to his or her supervisor or employer.	Reference for Employer
<b>OHS3.12(3)</b> A supervisor or employer receiving a report made under Subsection 3.12(2) must immediately investigate the matter.	Reference for Employer
<b>OHS3.23(1)</b> An employer must ensure that before a young or new worker begins work in a workplace, the young or new worker is given health and safety orientation and training specific to that young or new worker's workplace.	Reference for Employer

Reference	Details Discussed
<p><b>OHS5.2</b></p> <hr/> <p>If a worker is or may be exposed to a chemical agent, or biological agent designated as a hazardous substance in section 5.1.1, which could cause an adverse health effect, the employer must ensure that</p> <ul style="list-style-type: none"> <li>(a) the identity of the chemical agent or biological agent, its possible effects on worker health and safety and any precautions required to protect the health and safety of the worker are clearly indicated by labels, MSDSs, or other similar means,</li> <li>(b) the information required by paragraph (a) is clearly communicated to the worker,</li> <li>(c) written procedures are prepared and implemented to eliminate or minimize a risk of exposure to a chemical agent or biological agent by any route that could cause an adverse health effect, and to address emergency and cleanup procedures in the event of a spill or release of a chemical agent or biological agent, and</li> <li>(d) the supervisor and the worker are trained in and follow the measures required in this Part and Part 6 of this Regulation for the safe handling, use, storage and disposal of the chemical agent or biological agent, including emergency and spill cleanup procedures.</li> </ul>	<p>Reference for Employer</p>

Employer #	Mailing Address	Classification Unit #	Operating Location
945626	2001 EAGLE BAY RD BLIND BAY BC V0E 1H1	761009	001

Lab Samples Taken	Direct Readings	Results Presented	Sampling Inspection(s)	Workers onsite during Inspection	Notice of Project Number
N	N	N		3	

Inspection Report Delivered To	Employer Representative Present During Inspection	Worker Representative Present During Inspection	Labour Organization & Local
John Tymstra	John Tymstra	Sandy Quinn	

WorkSafeBC Officer Conducting Inspection
David Torrie

*Inspection Time	*Travel Time
4.50 hrs	1.25 hrs

\*The time recorded above reflects the inspection time and travel time associated with this inspection report and includes time spent on pre and post-inspection activities. Additional time may be added for subsequent activity.

### **Request a Review**

**Any employer, worker, owner, supplier, union, or a member of a deceased worker's family directly affected may, within 45 calendar days of the delivery date of this report, in writing, request the Review Division of WorkSafeBC to conduct a review of an order, or the non-issuance of an order, by contacting the Review Division. Employers requiring assistance may contact the Employers' Advisers Office at 1-800-925-2233.**

**To submit a request online, visit <https://www.worksafebc.com/en/review-appeal/submit-request>**

**WorkSafeBC values your feedback. To obtain that feedback, an external market research provider may be contacting you to complete a survey.**