

## Girard Kim (NHQ-AC)

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**From:** Germain Chris (ONT)  
**Sent:** March 13, 2020 8:58 AM  
**To:** 443-BCI-All Staff  
**Cc:** Germain Chris (ONT)  
**Subject:** BCI - What Are We Doing About Covid-19  
**Attachments:** Med - Hand Sanitizer Locations.xlsx; Min - Hand Sanitizer Locations.docx

Good Morning

As enhanced awareness regarding the Coronavirus increases in our communities and in the institution, you have likely noticed the all staff information that was sent regarding the viruses and the subsequent addition of posters around the institution regarding the Covid-19 virus for staff, visitors and offenders.

In order to ensure vigilance Beaver Creek Institution has implemented the following enhanced cleaning and disinfecting initiatives:

- Hospital Grade Cleanser has been provided to all areas of the institution for staff and inmates. All inmate cleaners are using this to clean and disinfect all areas.
- Inmate Touch Point Cleaners are in place in every unit in the complex and have been provided with Hospital Grade Cleanser to use in all duties. They are instructed to clean all touch point areas in their units, including inmate phones. It is up to all of us collectively to ensure our inmate cleaners are diligent in their duties.
- Our partners in Institutional Services have completed a review of all Hand Sanitizer dispensers in the institution to ensure they are functioning and are completing checks daily to ensure they are full. (Please see attached list of areas that dispensers are available at the Medium and Min Units.
- Additional bottles of hand sanitizer will be placed in staff areas throughout the institution.
- BCI has ensured that the site has a robust inventory of Hand Sanitizer, Hospital Grade Cleanser, Disinfecting Cleaning Wipes, and N95 masks on site.
- Our partners in Health Services are ensuring that both Health Units are being disinfected daily using an electrostatic machine.

**You will also notice the bright RED STOP SIGNS on your way into each unit of the institution identifying that you should NOT ENTER IF YOU:**

Recently travelled to an affected country  
Have come in contact with someone who has or is suspected of having COVID-19  
Are sick and have flu-like symptoms (fever, cough, difficulty breathing)

**Our Communities and All Staff and Offenders in our Institutions Are Reminded of the BEST WAYS TO AVOID EXPOSURE:**

Wash your hands often with soap and water for at least 20 seconds  
Cough or sneeze into your arm or a tissue  
Avoid touching your eyes, nose or mouth with unwashed hands  
Avoid close contact with people who are sick  
See a health care professional if you have symptoms (fever, cough, difficulty breathing)

Your Beaver Creek Management team is committed to sharing information as we receive it.

Thanks



*Chris Germain*

**Warden / Directeur**  
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## Hand Sanitizer Stations

<b>Building</b>	<b>Locations</b>
A - Gatehouse	Behind Scanner - A&D - Between Doors
	Door Control - CCTV Room - Upper Lunchroom
Cedar	Health Services Entrance - Seg Bubble - Isolation Room
Driftwood	SIS Office - Staff Gym
Edgewood	Security Bubble
Falcon	Security Bubble
Granite	Security Bubble
Horizon	Security Bubble
Juniper	Recreation Bubble
Katimavik	Entrance
Tundra	Security Bubble
Unity	Upper Lunchroom
Vista	Entrance - Upstairs
Kitchen	
White Pines	
	<b>Total</b>

## Small Pump Bottles

Edgewood	Lunchroom
Falcon	Lunchroom
Granite	Lunchroom
Horizon	Lunchroom
Tundra	Lunchroom
School	
Hobbycraft	
Chapel	
	<b>Total</b>

QTY
6
3
2
1
1
1
1
1
1
1
1
1
1
2
1
1
23
1
1
1
1
1
1
1
1
1
1
8

## Hand sanitizer Locations- MIN

All 36 ranges – 1 in each

Neighbourhood 1&2 – 1 in each

Gym/Weight Pit/Cardio room – 1 in each

Food services - 1

Stores x 2

Duty office x 2 plus 1 one in bubble

Finance - 1

Healthcare - 2

U V&C (visitor areas) - 1

Lower V&C entry -1

Chapel -1

Programs building Lower and Upper entrance - 1 each

Entry into Lower 6 - 1

Upper 6 x 2

Works Dept - 1

Psychology - 1

School - 1