

Construction Education Centre Client Check-in Procedure

As the Construction Safety Association of Manitoba hosts our clients in the Construction Education Centre for meetings and training, CSAM adheres to – and exceeds, all Government guidelines for the Construction Education Centre that allows for proper physical distancing and enhanced sanitization and hygiene requirements.

Upon entry to the Construction Education Centre vestibule doors, we have set up a sign in table which acts as a physical barrier and convenient check-in station. Prior to meetings and courses hosted in the Construction Education Centre, a CSAM Team member will do the following:

- Ensure the sign in table is set up properly (welcome sign, sanitizer, elevated body temperature scanner, sign-in sheet), you have a personal pen to use and are wearing your mask.
- Greet participants as they arrive at the Construction Education Centre
- Confirm that each participant is wearing a mask, provide a mask to participant if they don't have one
- Ask participants to use hand sanitizer upon entry to the Construction Education Centre
- Confirm name of participant and check off name on the course attendance roster
- Ask participants to use the Elevated Body Temperature Sensor to take their temperature
 - confirm Elevated Body Temperature Sensor result
 - if result shows an elevated temperature (RED): inform the participant that they will not be permitted to enter the training room
 - if result shows normal body temperature (GREEN): direct the participant to find their seat inside the training room
- Request a contact phone number from participant, informing the participant that the phone number will be kept on file for 14 days following training completion for the purpose of COVID-19 contact tracing if required
- Advise participants on protocols while in the Construction Education Centre:
 - Maintain physical distancing
 - Practice rigorous personal hygiene (a bottle of sanitizer is provided as part of their course material)
 - Mask may be removed while seated at their table; and must be worn in all other areas of the building
 - *NOTE: during RED Critical Pandemic Level, all participants will be required to wear a mask at all times while in the Construction Education Centre*
- Direct participant to the appropriate class / meeting room.