

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, 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 on the Class Register List
- Ask participants for their proof of COVID-19 immunization and government-issued photo ID, then scan their QR code using the Manitoba Immunization Verifier App, confirming that the name that appears on the app matches the name on the government issued photo ID. Once verified, check off the Immunization Verified checkbox on the Class Register List.
EFFECTIVE November 1, 2021: Proof of Immunization is required to participate in training, meetings or events at the Construction Education Centre.
- 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. Record contact phone number beside participant's name on the Class Register List.
- Advise participants on protocols while in the Construction Education Centre:
 - Maintain physical distancing
 - Practice rigorous personal hygiene (sanitizer is provided throughout the Construction Education Centre and classroom)
 - Masks must be worn in public spaces (i.e. lobby, hallways, washroom, and food service area). Once seated in the training or meeting room and appropriately distanced, mask may be removed. A mask will be provided to the participant if they don't have one.
- Direct participant to the appropriate class / meeting room.