

# Inspections during the COVID-19 pandemic

## Frequently asked questions for employers

WorkSafeBC inspections are an important part of ensuring health and safety in B.C. workplaces. During Phase 2 of B.C.'s Restart Plan, officers may call or visit unannounced to evaluate how you're protecting your workers from the virus that causes COVID-19 in your workplace. These frequently asked questions (FAQs) outline what to expect from a WorkSafeBC inspection during the COVID-19 pandemic.

### What can I expect during an inspection?

The officer will ask you about the process you used to develop your plan and will work with you to assess how effectively the plan controls COVID-19 risk. The officer will want to speak to your joint health and safety committee member or worker representative. You should be able to answer the following questions:

- How have you assessed the risk at your workplace?
- How have you implemented protocols to reduce the risk?
- What policies have you developed to address illness in the workplace?
- How are you communicating with and training your staff?
- What are you doing to monitor and update your health and safety plans?

### What documents will I need to show the officer?

Currently, inspections are focused on the [COVID-19 Safety Plan](#) all employers are required to develop. You should be prepared to show in your safety plan how you're addressing the risks of COVID-19. You are not required to use our COVID-19 Safety Plan, but if you use another document, officers will be reviewing it to ensure that it covers the same content as the template. You may also be asked to show other documents relating to managing workplace safety (e.g., training and orientation records).

### If I get a phone call from WorkSafeBC, does it mean that my business is being inspected?

Not necessarily. WorkSafeBC will be reaching out to employers for various reasons to support them

throughout the COVID-19 pandemic. You may be contacted by WorkSafeBC regarding your insurance premiums or claims. An occupational health and safety consultant may also contact you to offer support, guidance, and resources in the development of your COVID-19 Safety Plan. If a prevention officer is conducting a health and safety inspection, they will inform you of this when they contact you.

### What happens after the inspection?

The officer will send you an inspection report with details about the inspection as well as additional information and resources that may be of value to the workplace. The officer will issue orders if they identify health and safety violations that require correction, as well as the steps you must take to correct them. The officer will follow up with you as needed to ensure the necessary steps are taken to correct the issue. Orders are meant to be instructive and corrective in nature, and being issued an order will not impact your insurance premiums.

### How will the officer maintain safety during the visit?

Officers will follow specific protocols to protect you, your workers, and themselves. These include maintaining physical distance, frequent handwashing, minimizing touching of high-contact surfaces, and staying home when unwell.

### Where can I learn more?

Visit [worksafebc.com](http://worksafebc.com) to find details about [COVID-19](#) and [returning to safe operation](#). If you need additional health and safety information, contact our Prevention Information Line at 1.888.621.SAFE (1.888.621.7233).