

(RE)LAUNCH GUIDELINES FOR UCC THRIFT SHOPS IN THE PMRC

NEW INFORMATION AND GUIDELINES AS OF JULY 2 2020

A RESOURCE FROM THE PMRC

Communities of Faith and Ministries that operate Thrift Stores face particular challenges as they consider resuming operations. This guide is intended to support your decision-making process to open, provide links to resources for creating a COVID-19 plan, and address best practices related specifically to church- and ministry-run Thrift stores.

DECIDING TO OPEN

When considering opening - the most important consideration must be the safety of staff, volunteers, and all those we serve.

Other questions to consider as you discern the 'why' for opening may be:

- What is the need that you are trying to respond to (employment for thrift shop workers, fundraising needs of the congregation, access to low cost items for community members, overabundance of donated items, volunteers wanting to be of service, other?)
- Does your decision to open serve that need in a way that is a faithful? Are there other options?

Assess the demographic of your volunteers and staff - are there volunteers and staff who are at higher-risk including those over the age of 60 and those with underlying medical conditions.

- What protocols need to be in place to protect higher-risk individuals?
- What is the impact of your decision on those members of our community?

Please see [Pacific Mountain Regional Council Pandemic Recovery & In-Person Ministry Guidelines with updates \(link here\)](#), for additional resource to guide decision making.

Once you are clear on the 'why' next assess the risk and the capacity to reduce the risk and ensure the safety of volunteers, staff and members of the public. Should you assess that you would be able to open safely, then next step is to create a detailed Covid-19 Safety plan that shows compliance with all the of Provincial Health Officer orders and WorkSafeBC directives.

A decision to reopen should be made by the governing body of the Community of Faith, unless they have delegated that authority to a specific individual.

The Governing Body or delegated authority should receive a copy of the reopening plan.

A copy of the reopening plan should be sent to your regional minister for review.

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MAKING A PLAN

As Retail operations, Thrift Stores should use the WorksafeBC Retails Protocols for returning to operation:

- <https://www.worksafebc.com/en/about-us/covid-19-updates/covid-19-returning-safe-operation/retail>

WORKSAFEBC ALSO REQUIRES THAT A COVID-19 SAFETY PLAN BE IN PLACE BEFORE RE-OPENING. THIS SAFETY PLAN MUST BE POSTED ON THE PREMISE AS WELL AS ON YOUR WEBSITE IF YOU HAVE ONE.

WorkSafe BC has created a template that outlines the policies, guidelines, and procedures they have put in place to reduce the risk of COVID-19 transmission as well as templates for posters and signage that can be used for developing a safety plan:

- <https://www.worksafebc.com/en/resources/health-safety/checklist/covid-19-safety-plan?lang=en>.

Prior to finalizing your plan, you should also ensure that you have reviewed and are in compliance with all orders, guidance, and notices issued by the provincial health officer:

- <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>

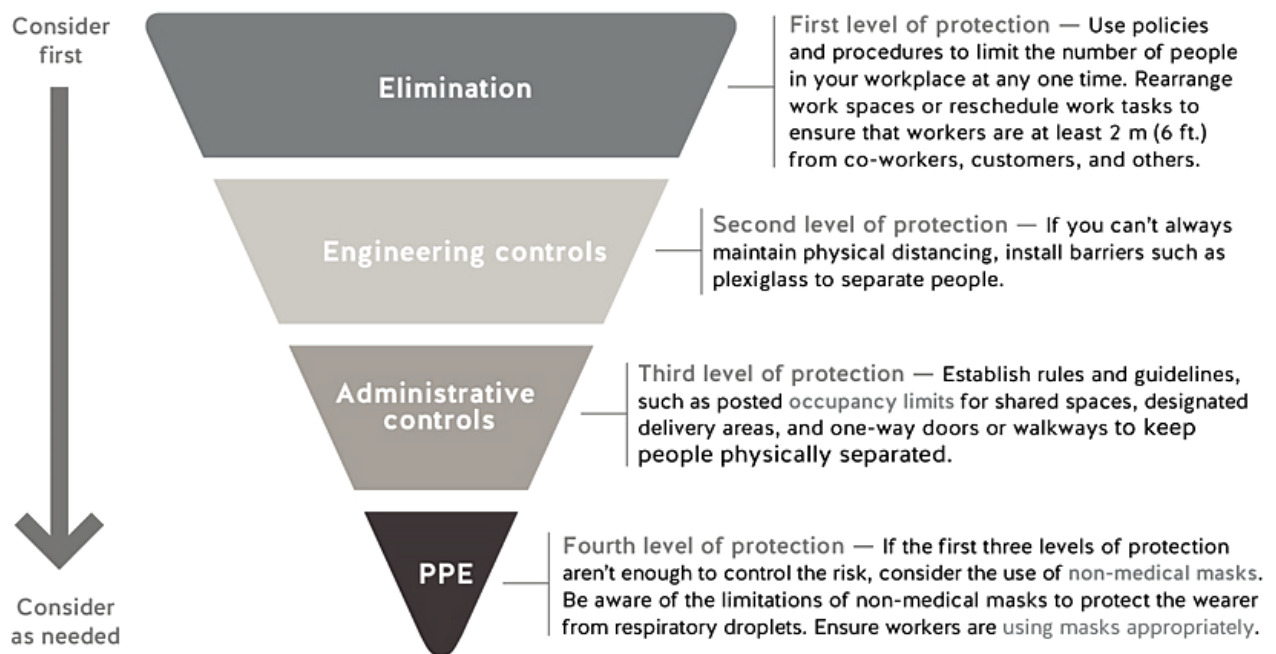
ONCE THE REOPENING PLAN IS ESTABLISHED, THE COMMUNITY OF FAITH OR MINISTRY'S GOVERNING BODY OR DELEGATED AUTHORITY SHOULD RECEIVE A COPY OF THE OPENING PLAN.

A COPY OF THE REOPENING PLAN SHOULD BE SENT TO YOUR REGIONAL MINISTER FOR REVIEW.

BEST PRACTICES AND SPECIFIC CONSIDERATIONS FOR THRIFT STORES

REDUCE THE RISK OF PERSON-TO-PERSON TRANSMISSION

To reduce the risk of the virus spreading through droplets in the air, implement protocols to protect against your identified risks. Different protocols offer different levels of protection. Wherever possible, use the protocol that offers the highest level of protection. Consider controls from additional levels if the first level isn't practicable or does not completely control the risk. You might likely need to incorporate controls from various levels to address the risk at your workplace.



BEST PRACTICES AND SPECIFIC CONSIDERATIONS FOR THRIFT STORES

RECEIVING DONATIONS

- Please contact your local health authority or WorksafeBC to determine best practice for receiving donations.

STAFF AND VOLUNTEERS

- Ensure all volunteers and staff have training in the policies, procedures and strategies requires to ensure safe operations. This should include training on how to address the risk of violence that may arise as customers and members of the public adapt to restrictions or modifications to the workplace.
- Have volunteers and staff sign that they have read and understood the policies, procedures and COVID-19 safety plan prior to resuming duties.
- Consider creating pods of workers / volunteers who work together exclusively to minimize the risk of broad transmission throughout the workplace.
- Vulnerable or At Risk Volunteers – provide volunteer opportunities that are not during opening hours. Eg. One or two volunteers at a time to assist with processing and pricing items.

FOR MORE INFORMATION

The information in this document is based on current recommendations and may change.

For the latest guidance, please see the health information from:

- the British Columbia Centre for Disease Control <http://www.bccdc.ca/health-info/diseases-conditions/covid-19>
- WorkSafeBC <https://www.worksafebc.com/en>
- and the latest news from the government of British Columbia.

IF YOU HAVE QUESTIONS OR CONCERNS

Communities of Faith with questions or concerns about COVID-19 Safety protocols can call WorkSafeBC's Prevention Information Line at 604-276-3100 in the Lower Mainland or 1-888-621-SAFE within BC. You'll be able to speak to a prevention officer to get answers to your questions, and if required, a prevention officer will be assigned to assess the health and safety risk at your workplace.

You can also contact your local Health Authority for additional information and answers to questions regarding your COVID-19 safety protocols for opening.

For support and examples of Thrift Store Safety Plans please contact your regional minister.