



VACCINATION POLICY

Policy #15

Date: November 22, 2021

1. POLICY:

The Saturna Island Fire Protection Society is committed to keeping volunteers, members of the public accessing SIFPS services and facilities, and our island safe. Vaccines have proven to be safe and effective in preventing the spread communicable diseases, including COVID-19.

The Saturna Island Fire Protection Society requires direct service volunteers, Board members and contractors to be fully vaccinated against COVID-19 as of December 1st, 2021, to minimize serious illness and severe outcomes related to the spread of the illness.

As the COVID-19 situation evolves, the Policy will be reviewed and amended as necessary, and may be repealed when no longer required to protect our volunteers and our community.

2. OBJECTIVE:

The objective of this policy is to mitigate the risks of COVID-19 to ensure a safe and healthy working environment for SIFPS volunteers and members of the public accessing our services and facilities. This Policy is intended to ensure 100% vaccination rates among volunteers and specifically identified contractors, to protect the public, and to enable the continued delivery of services to the island.

3. SCOPE OF THE POLICY:

This policy applies to:

- all volunteer firefighters and SIR responders;
- contractors that provide services within SIFPS facilities or alongside volunteers; and
- Board members of the SIFPS

The Provincial Health Officer will determine whether or not the public must be fully vaccinated against COVID-19 or other communicable diseases in order to access certain SIFPS facilities.

4. DEFINITIONS:

For the purposes of this Policy, these terms are defined as follows:



"SIFPS Board" means the Board of Directors of the Saturna Island Fire Protection Society

"SIR members" means the Saturna Island Rescue Chief and volunteer members who are active or attached to the roster of volunteer SIR members on Saturna Island.

"Firefighters" means the Fire Chief and volunteer firefighters who are active or attached to the roster of volunteer firefighters on Saturna Island.

"COVID-19" means the SARS-CoV-2 coronavirus, including all variants.

"COVID-19 Vaccine/Vaccination" means a COVID-19 vaccination series authorized by Health Canada.

"Contractor(s)" means contractors to and for the SIFPS where the contractor provides services within SIFPS facilities and/or alongside volunteers including Board members.

"Volunteer(s)" mean direct service volunteers that provide services including First Responders, Firefighters and Board members.

"Exemption" means established and valid reasons that a Volunteer or Contractor cannot be fully vaccinated related to a protected ground under the (British Columbia) Human Rights Code, RSBC 1996, c 210

"Fully Vaccinated" means having obtained the full series of a COVID-19 Vaccine authorized in Canada as per the B.C. Centre for Disease Control definition.

"Proof of Vaccination" means documentation verifying a Volunteer is Fully Vaccinated by means of the Volunteer showing their BC Vaccine Card in digital or paper version (if immunized in BC) or other government-approved record (if immunized outside of BC, as provided by that province/territory/ country). The SIFPS Board or designate may validate authenticity by means of the BC Vaccine Card Verifier.

5. ROLES AND RESPONSIBILITIES

A. Board of Directors

The SIFPS Board, in cooperation with the Chiefs, is responsible for the administration of this Policy.

Directors will:

- Continue to adhere to COVID-19 health protection measures.
- Comply with the Vaccination Requirements in this Policy.



- Support Volunteers to complete any required education or training about COVID-19, including vaccinations and safety protocols.
- Check vaccination status only by the means outlined in this Policy.
- With the Chiefs, receive and review Accommodation Requests for completeness and work with the Volunteer and their medical provider (if applicable) to collect the relevant information and determine suitable accommodation options.
- Review, amend and repeal this Policy as required.

B. Volunteers and Contractors

Volunteers and contractors are required to comply with this Policy and the Vaccination Requirements in this Policy.

5. PROCEDURE:

A. Vaccination Requirements

Effective December 1st, 2021, all Volunteers, Board Members and Contractors must be Fully Vaccinated and, if requested, provide Proof of Vaccination to the SIFPS Board or their Chief.

Volunteers who fail to be Fully Vaccinated, without approved Exemption, and/or fail to provide Proof of Vaccination by December 1st, 2021 will, pending a discussion with their Chief, be placed on leave of absence until they become Fully Vaccinated. It is the responsibility of the Volunteer to advise their Chief when they are Fully Vaccinated, and to provide appropriate Proof of Vaccination. Volunteers on leave of absence will not be permitted access to any SIFPS premise without special permission from their Chief.

Contractors who fail to be Fully Vaccinated, without approved Exemption, and provide Proof of Vaccination by December 1st, 2021, will not provide services to or for the SIFPS while not Fully Vaccinated, except with special permission of the SIFPS Board.

Volunteers and Board members who begin service after December 1st, 2021 must be Fully Vaccinated and provide Proof of Vaccination prior to their start date.

The SIFPS will comply with the Human Rights Code, RSBC 1996, c 210. Volunteers who can establish that they cannot be Fully Vaccinated for a valid reason related to a protected ground under the Human Rights Code, RSBC 1996, c 210 may request an Exemption from the requirement to be Fully Vaccinated by:

- a. (for non-medical Exemptions) submitting a written request to their Chief who will forward the request to the Board through the Human Resources committee.



- b. (for medical Exemptions) applying to their Chief through the submission of medically verified documentation, as governed by the guidelines set out by the Medical Officer of Health and the BC College of Physicians and Surgeons.

Exemptions will only be granted based on the Duty to Accommodate under the Human Rights Code, RSBC 1996, c 210. Personal preference is not an appropriate reason to request an Exemption. Duty to Accommodate will require the Volunteer to regularly confirm proof of health, in a manner required by the SIFPS Board.

B. Proof of Vaccination and Related Documentation

If requested, Volunteers must confirm the fact that they are Fully Vaccinated by providing Proof of Vaccination documentation to their Chief. Confirmation will be done by reviewing Vaccine Cards as provided by the Province of BC for those who received vaccinations in BC, or the means of proof of any other Province or the federal Canadian Vaccination passport for those who received vaccinations outside of BC.

Beginning immediately upon adoption of this policy, and if requested by the SIFPS Board, Board Members and Volunteers will be required to provide Proof of Vaccination by attesting compliance effective December 1st, 2021. Attestations will be retained in strict confidence by the Human Resources Committee of the Board, or the respective Chief, as determined in consultation between the Board and the Chiefs.

Proof of Vaccination status information collected under the Policy will be securely and confidentially retained, accessed, and used only as required to administer the Policy and to comply with all applicable laws, such as the Occupational Health and Safety Act.

Proof of Vaccination status results are collected under the authority of the Freedom of Information and Protection of Privacy Act and will be collected, used, stored and destroyed in accordance with this legislation.

Providing illegitimate or doctored Proof of Vaccination information may be subject to corrective action.

6. GENERAL:

A. Respectful Workplace

Disrespectful behaviour, bullying and harassment or discrimination directed towards an individual based on their vaccination status before, as of, or after December 1st, 2021 will not be tolerated. The implementation and direct application of this Policy and its terms and conditions is not deemed disrespectful behaviour, bullying and harassment or discrimination.



B. Consequences of Non-Compliance

Consequences of non-compliance to this Policy will result in a review of volunteer status, or in the case of contactors, employment status.

7. REVIEW(S):

On or before May 2, 2022 this Policy will be reviewed and amended as necessary, and again at least every six (6) months unless repealed when no longer required to protect our volunteers and our community.