



Grand Lodge of British Columbia and Yukon A.F. & A. M

Office of the Grand Secretary
8555 Government Street
Burnaby, British Columbia – V3N 4S9

COVID-19 MEETING PLAN FOR LODGES

Lodge Name and No.: _____

Plan Implementation Date: _____

Plan Revision Date: _____

This plan has been reviewed by the Lodge Officers below on the dates indicated and will be updated pending any new risks or changes to regulatory guidelines:

Worshipful Master Date

Senior Warden Date

Junior Warden Date

Secretary Date



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General Guidelines for holding Lodge meetings during COVID-19 Pandemic Restrictions

As restrictions on group meetings are relaxed it is expected that many of our members will look forward to once again attending Lodge meetings. To assist Lodges in doing this in a safe environment a number of rules must be observed. All Lodge meetings during the current COVID-19 restrictions are to be for the purpose of business and education only. No degree work will be permitted until physical distancing, etc. restrictions are removed. Where possible, outdoor meetings may be a safer alternative to indoor Lodge meetings.

The best prevention controls in a Lodge are achieved by first focusing on physical distancing and taking every reasonable step to restructure physical settings to increase space between Officers and members. Before any meetings can take place a Lodge must have a written plan to ensure that rules for physical distancing, maximum number of members allowed, sanitization, etc. are adhered to. The checklist below can be used as a template for documenting a proper plan. Links in the document can be used to download additional information from government web sites.

Depending upon the revised Lodge capacity, members may need to preregister for meetings so that more members than allowed do not show up for a scheduled meeting.

To prevent transmission of infection, the Lodge register should be filled out by the secretary by doing a roll call.

Any questions, comments or updates regarding these guidelines should be sent to the Grand Secretary at:

grand_lodge@freemasonry.bcy.ca



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Action Items	Resources	Details of Implementation	How is it communicated	Status
Risk Assessment				
Complete a risk assessment to determine the controls, etc. necessary to mitigate the risk of COVID-19 exposure.	Risk Assessment Guideline Health Canada			
Physical Distancing				
Implement a two-meter physical distance Protocol				
Consider both officers and members				
Rearrange Lodge room furniture or block off seating to promote the two-meter rule				
Determine how many members can safely be seated while recognizing the two-metre rule.				
Provide visual cues (place two-metre markings on floor, establish directional movement for entering and leaving the Lodge room, no-stopping areas in narrow hallways, etc.).				
Determine if installation of physical barriers such as partitions is required				
Establish a protocol to ensure members do not congregate in close groups (limit access to common areas, etc.).				
Evaluate the risk of members coming closer than two metres in all parts of the Lodge building. Stairwells, entry and exit points and narrow hallways can present a challenge. Consider implementing one-way traffic zones where possible (one stairwell for walking up, a different one for walking down) (one door for entering a room, a different door for exiting)				
Hand and Respiratory Hygiene				
Promote frequent handwashing.	Handwashing Poster			
Have minimum 60% alcohol-based hand sanitizer readily available.	Hand Sanitizer Poster			
Communicate frequently about good respiratory hygiene/cough etiquette.	Coronavirus Disease (Covid-			



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	19) Prevention and Risks			
Evaluate the Lodge for shared objects and common areas and increase frequency of cleaning of touched surfaces/objects.				
Screening and Monitoring				
Place COVID-19 screening posters at all Lodge building entrances. (Download from 'Screening Tool' link)	Screening Tool			
Cleaning and Disinfection				
Ensure availability of all necessary supplies for cleaning and disinfecting.				
Washrooms:				
Maintain adequate supplies of liquid soap, paper towel, toilet paper and hand sanitizer.				
Hand-washing posters must be posted.	Handwashing Poster			
If multiple stalls and sinks are present in washrooms, consider whether you need to limit access through maximum numbers allowed in the space at one time and post signage as appropriate.				
Additional Considerations:				
The use of non-medical face coverings is another consideration for minimizing the risk of transmitting COVID-19.	Health Canada Information on Non-Medical Mask & Face Coverings			



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Physical Distancing Poster

SOCIAL DISTANCING



COMPANY NAME
PHONE / OTHER