

VIA Rail Canada – Procedure Crisis Management Plan / Pandemic – 07 May13, 2021  
**APPENDIX D – Personal Protective Equipment Reference Table**

Reference tables for the use of personal protective equipment for VIA Rail employees

**1. Customer Experience**

X: Mandatory

O: Optional

Situations - Tasks	Mask	Gowns	Glasses	Visor	Gloves
<b>Customer Experience</b>					
Shared P.A.- Tele Systems station-train - Ops	X			O	X
Station/ standby shared 2-way radios	X			O	X
Shared On-Train Point of Sales Terminals	X			O	X
Shared station / O.T.S. computer stations	X				X
Shared station / O.T.S. iPhone loaners	X			O	X
Shared photocopy machines/ fax /	X				X
Meal cart / ESC container / product handling	X		X	O	X
O.T.S. close contact EMGCY PAX Briefings	X		X	O	X
O.T.S. Boarding / detraining / PAX assistance	X		X	O	X
Handling PAX bridges / stepping boxes/ Lifts	X		X	O	X
On board touch screen computer systems	X				X
On-train Biz / Coach meal cooking / services	X		X	O	X
Garbage / Recycling / blanket pick-up	X	O	X	O	X
Cleaning	X	X	X	O	X
O.T.S. pre-trip group staff briefing	X			O	X
O.T.S. shared regional quiet rooms - CLOSED	X				
O.T.S. handling regional internal mail	X				X
staff special service request with pax	X	O	X	O	X

*Note: Employees must ensure that a workplace hazard analysis is conducted so that the wearing of source control or personal protective equipment does not cause a secondary hazard.*

*OTS: When Employees are within 6 feet (2m) of a passenger who is not wearing a face covering, the employee must wear a face covering and eye protection.*



## 2. Transportation & Safety

Note: Refer to the instruction provided by transportation.

X: Mandatory

O: Optional

Situations - Tasks	Mask	Glasses	Visor	Gloves
<b>Train Operation</b>				
Train OPS – inside the locomotive cab	O			
Train OPS – outside the locomotive cab on CN property off VIA platform outside station locations	X			
Train OPS – on station platforms at VIA stations	O			
Train OPS – baggage duties	O			
Train OPS - deadheading				

Note: Employees must ensure that a workplace hazard analysis is conducted so that the wearing of source control or personal protective equipment does not cause a secondary hazard.

## 3. Mechanical Service

X: Mandatory

O: Optional

Situations - Tasks	Mask	Glasses	Visor	Gloves
<b>Equipment mechanical</b>				
Contact with a possibly soiled object				X
Surface cleaning	X	X	O	X
Toilet cleaning	X	X	O	X
Emptying garbage cans	X		O	X
Working side by side (helping each other)	X	X	O	X
Working with other in a small place	X	X	O	X
Sharing tools				X

Note: Employees must ensure that a workplace hazard analysis is conducted so that the wearing of source control or personal protective equipment does not cause a secondary hazard.