

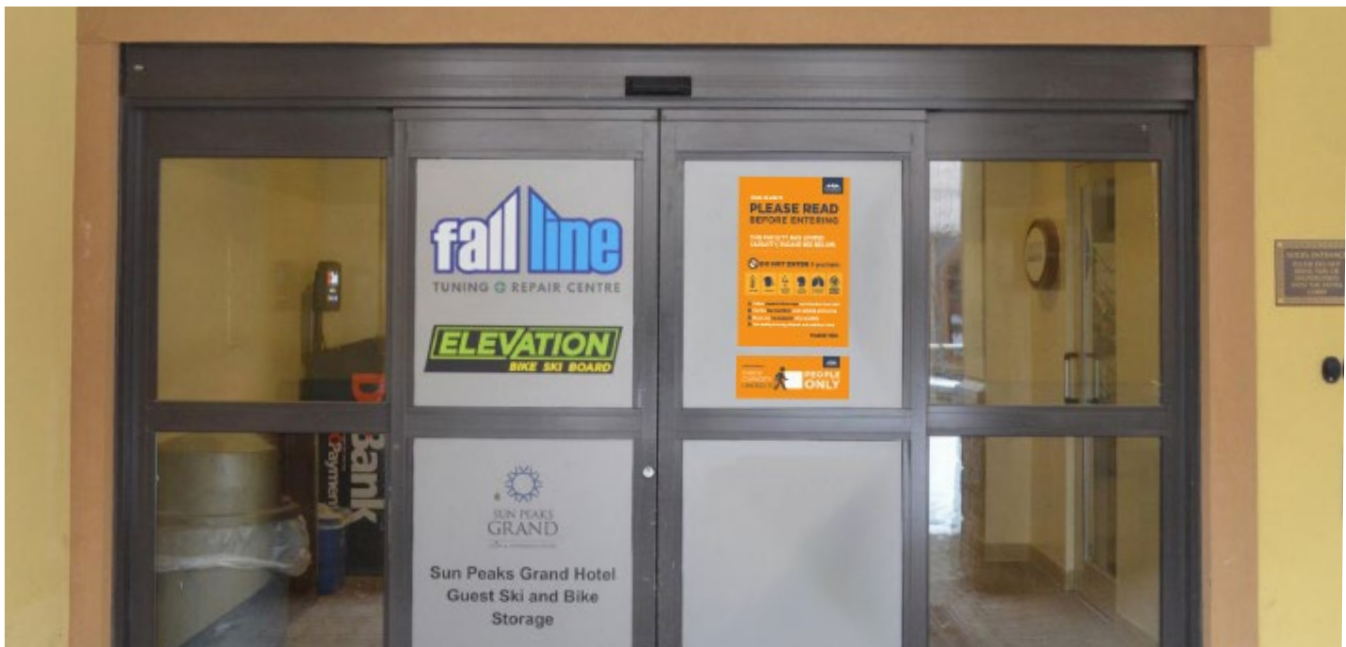
COVID-19 SIGNAGE PROGRAM 2020/2021

CATALOGUE

Updated October, 7, 2020

Sun Peaks Resort LLP has developed a comprehensive signage & communications program, available for use throughout the resort by independent businesses and organizations. The colour scheme is differentiated from other wayfinding and business signage, to impart clear, impactful, and recognizable information about COVID-19 safety and practices to follow. This design approach can be used for both guest facing and staff materials.

WestKey Graphics has been chosen as the printing and material supplier. Your business logo can be exchanged for the SPR logo and minor adjustments to text can be made. SPR LLP will review all revisions to creative made by WestKey Graphics before items are approved for print. This is required to uphold the integrity and consistency of the materials.



GENERAL PROGRAM INQUIRIES:

Tim Foster, Director of Sport Programs, SPR LLP
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TO ORDER* Please contact WestKey Graphics:

Deb Freeze, Account Executive
dfreeze@westkeygraphics.com | 250-374-0443

**including graphic design alterations*



Poster
Size: 11"x17"
Material: poster paper
**note, used with Occupancy Decal*



Occupancy Decal
Size: 11"x4"
Material: Sticker decal for window, sticky side front or back. Use dry erase marker for number.



Floor Decal - Stand Here
Size: 16" Diameter
Materials: Sticker decal; moveable in limited capacity.



Floor Decal - Arrow

Size: **16" Diameter**

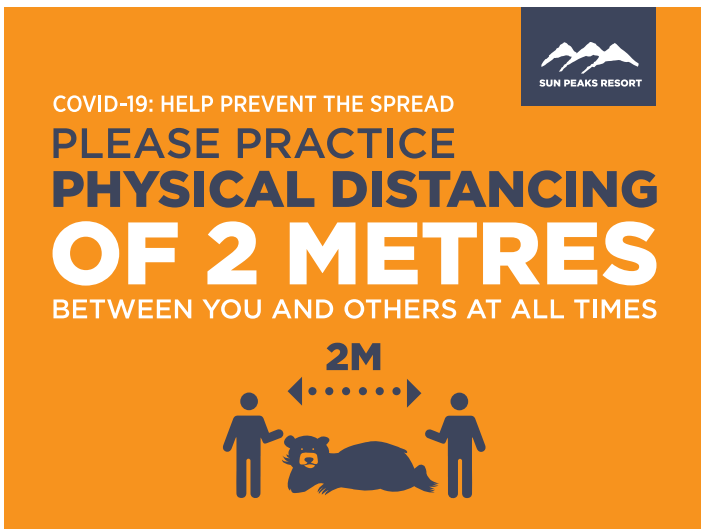
Materials: **Sticker decal; moveable in limited capacity.**



Stanchion Insert

Size: **12.75"x8.25" or 14.4"x 10.25"**

Materials: **Coroplast or foamcore**



Lawn Sign

Size: **24"x18"**

Materials: **Coroplast with metal stakes**

Village Sandwich Board Insert
Size: 24"x36"
Materials: Coroplast insert; metal frame.

Chairlift Sandwich Board Insert
Size: 24"x36"
Materials: Coroplast insert; metal frame.

COVID-19: SAFETY PRACTICES

MAINTAIN PHYSICAL DISTANCE

KEEP 2 METRES BETWEEN YOU AND OTHERS AT ALL TIMES:



1. Please follow line-up instructions
2. Respect capacity limits for indoor spaces
3. A face covering is mandatory in all indoor public spaces and where physical distancing cannot be maintained throughout the resort
4. Listen to instruction from staff
5. Wash your hands often, for 20 seconds
6. Sanitizer stations are available throughout the resort

THANK YOU,
FOR YOUR COOPERATION




COVID-19: SAFETY PRACTICES

CHAIRLIFT GUIDELINES

Please practice physical distancing & ride with those you came with.



DOUBLES (2ppl) **FRIENDS (3ppl)**

FAMILIES (4ppl)

MAINTAIN PHYSICAL DISTANCING, SINGLES WELCOME

-  **A face covering is mandatory in lift lines** and where physical distancing cannot be maintained.
-  Follow lift operators' instructions.
-  **ASK FOR HELP** if uncertain loading/unloading chairlift.
-  **Please use hand sanitizer provided**
Chairs on lifts are being sanitized on a daily schedule.

THANK YOU,
FOR YOUR COOPERATION.

COVID-19: HELP PREVENT THE SPREAD

MAINTAIN A PHYSICAL DISTANCE OF 2 METRES AT ALL TIMES.



-  Please follow line-up instructions and respect capacity limits upon entering indoor facilities & shops.
-  A face covering is mandatory where physical distancing cannot be maintained throughout the resort.
-  Wash your hands often, for 20 seconds. Sanitizer stations are available throughout the resort.

THIS SIGN IS TWO METRES WIDE




Barricade Sign
Size: 1.5m x 0.5m
Materials: Aluminum

Sample Staff Poster

Size: 11"x17"

Materials: poster paper or printed in-house

COVID-19 SAFETY 

CREATING A SAFE WORKPLACE

A reminder for all Employees, Volunteers & Contractors. SPRLLP is committed to ensuring the health and safety of all. This includes new measures and protocols to mitigate exposure to the COVID-19 virus.

1. Elimination or substitution: We have reorganized the way we work to remove elements of risk from the workplace.

2. Engineering controls: We have made physical changes in the workplace, by rearranging spaces, adding signage and floor markings, and installing plexiglass barriers in key guest facing areas.

3. Administrative controls: We have altered work practices to minimize exposure, by limiting the numbers of employees and guests in key areas, staggering shifts, and instigating remote meetings.

4. Personal protective equipment (PPE): We are providing additional PPE to our workers, aligned with the requirements of their role and as a function of the other controls we are able to apply in the specific work areas.



EMPLOYEES HAVE THE RIGHT TO REFUSE UNSAFE WORK:

- ▶ Despite the new processes and measures we have undertaken, if you have reasonable cause to believe that performing your job or a task puts you or someone else at risk of undue harm, you must not perform the job or task.
- ▶ Employees, volunteers and contractors must immediately notify their supervisor/manager or Joint Health & Safety Committee representative, who will then take the appropriate steps to determine if the work is unsafe and remedy the situation.








THANK YOU, FOR YOUR COOPERATION.

How YOU can help maintain a safe and healthy workplace:

PHYSICAL DISTANCING

-  No handshaking
-  Maintain physical distancing of 6 feet from others when possible

PERSONAL HYGIENE & HEALTH

-  Wash hands often with soap for at least 20 seconds, or use alcohol-based hand sanitizer
-  Use your own water bottle, utensils and plates, and no sharing of food
-  Eat lunch and take breaks outside when possible
-  Cover your face while coughing or sneezing
-  Avoid touching eyes, nose, and mouth with your hands
-  Stay home if you are sick, talk with your department manager
-  Self isolate if you believe you have come into contact with a confirmed COVID-19 case, and inform your department manager


COMMUNAL HYGIENE & SANITIZATION

- Within your area, clean all high contact surfaces a minimum of twice a day
- No congregating of groups of employees in communal areas inside/outside designated exits
- Avoid face-to-face meetings when possible. When not possible, limit group size and maintain physical distancing
- Consider outdoor briefings. Adhere to additional department protocols, including, but not limited to the use of PPE
- Hold one another accountable for physical distancing and personal hygiene
- Follow signage at all times, demonstrating best practice for all employees as well as guests

Temperature Check Poster

Size: 11"x17"

Materials: poster paper or printed in-house

COVID-19 SAFETY 

CREATING A SAFE WORKPLACE



A reminder for all Employees, Volunteers & Contractors. SPRLLP is committed to ensuring the health and safety of all. This includes new measures and protocols to mitigate exposure to the COVID-19 virus.

Before starting your shift, you will need to have your temperature checked. By proceeding to the temperature check kiosk, you acknowledge the following:

- You feel fit for work today and are **showing no signs or symptoms of illness**.
- You have **not been in contact with anyone** that has tested positive for COVID-19 within the past 14 days.
- You have completed the daily temperature check and been **given the green light** to proceed to work.

TEMPERATURE KIOSK INSTRUCTIONS:


- Stand in front of kiosk
- Make sure face is uncovered and inside the designated outline
- Wait for result:

-  **Green light**, place face covering back on and proceed to your work area.
-  **Red light**, place face covering on and please move outside and wait 5 min. Contact supervisor or manager and inform them of the result if the wait will impede your ability to be on time for start of shift.

After 5 min interval, please proceed to Kiosk and repeat step 1.
If in the event of a Red light again please place face covering on and please move outside and wait 10 min. Contact supervisor or manager to inform them of the result if the wait will impede your ability to be on time for start of shift

After 10 min interval, please proceed to Kiosk and repeat step 1.
If a Red light appears again please place face covering on and move outside. Contact your supervisor or manager and inform them. Immediately return to your accommodation, contact 811 and follow instructions. If 811 recommends COVID testing you will begin self-isolation until results come back from the COVID-19 test. Please keep your supervisor/manager informed.

THANK YOU, FOR YOUR COOPERATION.

COVID 19: SAFETY PRACTICES 

WELCOME TO ACCOUNTING

Today there are people working in our office.

We ask you to please respect a limit of visitors at a time in our office.

Please maintain physical distancing of 6 feet between yourself and others at all times.

THANK YOU FOR YOUR COOPERATION.

Sample Office Occupancy Poster

Size: 11"x8.5"

Materials: printed on paper and laminated



COVID-19 SAFETY

FACE COVERINGS MANDATORY

past this point for the safety of all guests and staff.



DO NOT ENTER if you have:



Follow physical distancing of 2m and direction from staff

Use the hand sanitizer upon entering and leaving

Please use tap payment when possible

This facility is being cleaned and sanitized often

THANK YOU

Mask Covering Poster

Size: 11"x17"

Materials: poster paper or printed in-house



Maize Line

Size: 9.5"x9.5"

Materials: poster paper or printed in-house



Please sanitizer Poster
Size: 8.5"x11"
Materials: poster paper
or printed in-house



Sanitize Hands Poster
Size: 11"x17"
Materials: poster paper
or printed in-house