Dear Clubs and Constituencies;

At this time, the Public Health Agency of Canada has assessed the public health risk associated with the Coronavirus (COVID-19) as “low for Canada”. The AMS takes the situation very seriously and is doing our part to mitigate the spread of the disease.

We have been closely monitoring developments and will follow the lead of UBC and regional, provincial and federal health authorities. The health and safety of students, staff, and the UBC community is our top priority.

Provincial authorities have recommended the immediate cancellation or postponement all events with more than 250 people in attendance until further notice. In response, we have decided to cancel Block Party for this year as well as all club/constituencies events with more than 250 students attending.

We are requiring that all clubs and constituencies do not host any events with more than 250 individuals. All events that are projected to have more than 250 people in attendance must be cancelled or postponed.

For events projected to have less than 250 participants, clubs and constituencies are strongly encouraged to use discretion. The AMS recommends that all large events be cancelled or postponed.

This impacts all events up until April 30th, 2020. We will continue to provide updates relating to events further in the future. If you are unsure about whether or not you should cancel an event, email Cole at vpadmin@ams.ubc.ca.

Here are other important updates and items to note:

- Clubs and constituencies who hold events with projected attendance of over 250 participants will be administered severe penalties.
- All in person Executive Orientations that were planned for clubs are cancelled. We are planning to move these online, so please stay tuned for more information.
- Clubs and Constituencies should consider holding AGMs and Elections online. Recommended platforms for virtual meetings include Zoom and Google Hangouts. The recommended software for holding online elections is Qualtrics which is available for free for UBC Students.
- Please make sure you are adhering to all communicated deadlines. You should have the following actions completed by April 30th:
  - Annual General Meeting
  - Club Elections
  - Club Renewal (more information coming)
  - Executive (including Treasurers) Orientation (more information coming)
- The new deadline for Office and Locker Allocations is April 3rd at 5pm.

Please forward this memo to the rest of your team.
The AMS is taking all the appropriate cleaning and sanitizing measures in the Nest as possible, including:

- Increased cleaning and sanitizing measures in The Nest with an emphasis on high-use areas such as ATM machines, door handles, and eating tables.
- All AMS Outlets will sanitize the public contact areas every hour such as counters, POS machines, and cash terminals.
- Outlets are to increase the frequency that staff wash hands and/or change gloves.
- Installing hand-sanitizing stations in high-traffic public area of the Nest.

Senior staff have been developing action plans to mitigate disruption to students and staff. These plans are being updated as developments unfold.

To minimize your risk we urge everyone to follow the recommendations from the BC Centre for Disease Control:

- Anyone who is feeling unwell stay home regardless of the severity of the symptoms.
- Anyone who traveled to Hubei, China, Italy or Iran should stay home or self-isolate in their residence/room alone for 14 days, immediately on their return. They should monitor themselves daily for symptoms (fever, cough, muscle aches, difficulty breathing).
- As of March 12, 2020, anyone who traveled anywhere outside of Canada (including the United States) should self-isolate in their residence/room alone for 14 days, immediately on their return. They should monitor themselves daily for symptoms (fever, cough, muscle aches, difficulty breathing).
- Anyone who has been laboratory tested for COVID-19 should stay home or self-isolate in their residence/room alone, until their test results are known.
- Anyone who has been in close contact with someone who has been diagnosed with COVID-19 by laboratory testing should stay home or self-isolate in their residence/room alone for 14 days after their last encounter. Individuals should monitor themselves daily for symptoms (fever, cough, muscle aches, difficulty breathing).

Other ways you can reduce risk:

- Frequently wash your hands with soap and water for 20-30 seconds.
- Disinfect your cell phone regularly.
- Cough or sneeze inside your elbow.
- Avoid unnecessary contact such as hand-shakes and hugs.
- Don’t share food, cups, bowls, plates or cutlery.
- Wash your water bottle and travel mug regularly.

Additional Resources

- UBC COVID-19 Updates
- Vancouver Coastal Health
- Public Health Agency of Canada
- BC Centre for Disease Control
- Government travel advisories related to COVID-19
- World Health Organization

The AMS is in close communications with UBC to ensure we are staying up-to-date with any developments from the University to address and prevent COVID-19. We will work to ensure that students are kept updated on any decisions that may occur.

Again, we are continuing to monitor the situation closely and will provide ongoing updates as needed. Thank you for your dedication and continued support during this.
exceptional time.

Have a great rest of your week, and please do not hesitate to reach out if you have any questions.

Sincerely,

Cole Evans  
Vice-President Administration  
vpadmin@ams.ubc.ca