

Updated Jan 28, 2021

## ELECTION YUKON'S RESPONSE TO COVID-19

Elections Yukon is committed to ensuring safe and secure elections for the public, electors, and election workers. To do this, Elections Yukon is working in close collaboration with the Department of Health and Social Services to put the necessary COVID-19 measures and precautions in place.

The election will be administered following guidelines established by the Chief Medical Officer of Health (CMOH) and leveraging the best practices of other jurisdictions. Elections Yukon had piloted a number of COVID-19 measures and guidelines for the general election for members of a school council in the fall of 2020. Additional measures may also be established by the Chief Electoral Officer to further protect election officials and the public.

Elections Yukon has developed a business continuity plan to provide the direction necessary to administer an election during various COVID-19 pandemic and post-pandemic scenarios. To that end, the three objectives of the Elections Yukon measures are:

- safeguarding the health of the public and election workers;
- ensuring access to electors to exercise their right to vote and be a candidate; and
- protecting the integrity of the election process and validity of the results.

The information provided below outlines some of the measures Elections Yukon will implement during the election period. These guidelines, produced in consultation with the CMOH, are to support a safe territorial general election for all stakeholders. If there is a discrepancy between this guidance and that of the Chief Medical Officer of Health, the CMOH guidance would take precedence.

### General Guidance

- Develop a safety plan for your team and discuss with them. Considerations include a risk assessment (where people congregate, tasks of workers), implementation measures (physical distancing, masks, actions where physical distancing not possible, cleaning and hygiene), policies (such as use of masks, if in close contact, symptoms, or told to self isolate), and communication and training (briefing to teams on policies and materials).
- Minimizing face-to-face interactions where possible by finding alternate ways to accomplish objectives. This may include organizing meeting in small, physically distanced groups.
- Use of a mask is mandatory in all public spaces. Masks do not replace physical distancing requirements.
- Complete the online self-assessment tool; <https://service.yukon.ca/en/covid-19-self-assessment/>

- Wash hands frequently with soap and water or use hand sanitizer with at least 60% alcohol (use a Health Canada approved hand sanitizer).
- Cough into your elbow.
- Follow all guidance from the Chief Medical Officer of Health.

### **Guidelines for the Returning Office**

- Where possible, visits to the returning office should be by appointment.
- Self screening posters at entrances and, if applicable, in outdoor waiting areas.
- Staff who are feeling ill should stay home and complete the online self assessment tool <https://service.yukon.ca/en/covid-19-self-assessment/> Please get tested if symptomatic.
- Ensure your Special Ballot and Registration desk areas are set up to operate under COVID-19 scenarios
- Encourage the use of special ballots to minimize in-person contact and reduce concentrations of electors at the polls.
- Plan your meeting with candidates for accepting nomination papers or conducting briefings with COVID-19 due diligence measures in place
- Discuss use of special ballots with candidates so that they understand the process and can encourage electors to use them.

### **Selection and Set-Up of Polling Places**

- Consider the overall size to accommodate all functions while still maintaining physical spacing. Facilities that were suitable pre-COVID (e.g. small classrooms may no longer be suitable due to size or not be able to accommodate the same number of polls. You may need larger classrooms or the use of the gymnasium.
- Consider in and out routes, and flow through the facility to maintain spacing. If possible, try to find a place with separate doors for incoming and outgoing electors.
- Consider where people will wait, e.g., most outside, a few indoors spaced 2 metres apart in hallways. Minimize the number of people inside the facility.
- Provide sanitization stations at the entrance to the polling place and at the polling station.
- Medical masks will be provided, and should be made available at the entrance to the polling place if requested by an elector.
- Keep spaces clean; including elector traffic routes, doors and washrooms.

- Arrange details with the facility for waste bins. One should be situated at the entrance to the polling place, the other at the polling station. Plastic garbage bags will be provided by Elections Yukon.

### **Polling Places**

- Masks are mandatory for elections officials.
- Self screening posters at entrances and, if applicable, in outdoor waiting areas.
- Where possible, there will be a separate entry and exit door to manage traffic flow and minimize contact.
- Sanitizers on entry and exit at the polling station. Masks to be available for electors who do not have them. Lined waste containers to be available.
- Sanitizer is available for election officials.
- Handwashing protocols are in place.
- Frequent cleaning of high touch surfaces including doors handles, voting areas, and tables.
- Additional poll attendant staff will be in place to assist in traffic control and sanitization.

### **Signage**

- Floor decals to support 2 metre distancing in line up areas.
- Screening information at the entrance to the polling place and possibly in outdoor waiting areas
- Arrows to help with flow and indicate routes
- Reminders to maintain 2 metre spacing
- Coloured tape to create “wait here” lines and traffic lanes to polling station
- Clear marking of Entrances and Exits

### **Additional Election Worker**

- An additional poll attendant will be engaged at polling places to carry out COVID-specific tasks: such as door opener, traffic director (indoor and parking lot if needed): direct electors while controlling the number of people in facility, remind electors to read the screening information and respect distancing markers
- Also used as a COVID Constable - sanitizing duties; regularly wipe down specific surfaces touched by many people, e.g., polling booth, door handles.

### **General Guidelines for Poll Supervisors**

- Confirm workers for election duties at least night before
- Ensure you understand the COVID-specific tasks of all your election workers.

- Maintain the appropriate distance at all times, both from your fellow election officers as well as from electors and scrutineers.
- Ensure staff arrive at least 30 minutes prior to the election to help set-up, hang posters, place markers on the floor etc.
- PPE will be provided. Always wear your mask in election facilities. Ensure you know the proper way to put on and take off your mask. If you are not sure, ask.
- Sanitize your hands regularly. Encourage electors to sanitize their hands prior to handling the poll book by example.
- Frequently clean high touch surfaces such as tables and writing instruments.
- Ensure that sanitizers are available at the entrance to the polling place and at your polling station.

### **Guidelines for Candidates and Scrutineers at the Polls**

- Scrutineers and campaign workers who are feeling ill should stay home and complete the online self-assessment tool <https://service.yukon.ca/en/covid-19-self-assessment/> Please get tested if symptomatic.
- All scrutineers entering polling locations must wear masks, sanitize their hands upon entry and observe physical distancing guidelines.
- Elections Yukon will provide a record of voters sheet at 2 hour intervals during polling day for scrutineer issue or pick up.
- Scrutineers will be seated at a safe distance from the polling tables.
- Up to two scrutineers from each candidate are allowed at each polling division. The Chief Electoral Officer may implement measures to reduce this to one scrutineer per candidate as appropriate.

# MASK REQUIRED



Protect each other when you're in shared indoor spaces.

Wear a mask that covers your nose, mouth and chin.

And remember to keep your distance.

This does not apply to people who cannot wear a mask because they have a medical condition or a disability.

A mask or face covering can be cloth or disposable.

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# MASQUE OBLIGATOIRE



*Protégez-vous les uns les autres dans les espaces publics intérieurs.*

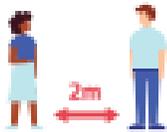
*Portez un masque qui couvre votre nez, votre bouche et votre menton.*

*Et rappelez-vous de respecter la distance physique.*

*Ne s'applique pas aux personnes qui ne peuvent pas porter de masque en raison d'un problème de santé ou d'un handicap.*

*Le masque ou le couvre-visage peut être en tissu ou jetable.*

# Practise the Safe 6



1

Maintain physical distancing – keep 2 metres away from everyone who's not a member of your social bubble



2

Wash your hands frequently with soap and water, or use hand sanitizer with at least 60% alcohol



3

Stay home if you're feeling sick



4

Follow the social and organized gathering guidelines and respect the limitations on group size



5

Limit travel to rural communities, and be respectful when you're there



6

Self-isolate if you've returned to Yukon and have been outside of BC, Nunavut or the NWT in the last 14 days, or if you've been in contact with someone diagnosed with COVID-19

Visit [yukon.ca/safe-6](https://yukon.ca/safe-6) for more information

The Yukon logo features the word 'Yukon' in a bold, black, sans-serif font. Above the letter 'o' is a stylized sun icon with rays.