

Stop Work Order Procedure

Monitoring of construction activity is a shared responsibility between all members of the project Multidisciplinary Team (MDT). A written protocol for a Stop Work Order shall be identified **before** beginning construction. Stop Work Order may be used when unresolved non-compliance to preventive measures is identified by a member of the project MDT.

Who issues a Stop Work Order?

Stop work orders may be issued by any member of the MDT, such as Project Manager, Project Coordinator, FMO Designate or Infection Preventionist.

NOTE: Infection Preventionists who identify a breach must discuss the breach with their manager and site leadership before moving forward with a stop work order. This must be followed by an email outlining the breach and completing a PSLS entry.

Minor breaches in preventive measures that can be rectified immediately (e.g., Environmental Containment Unit (ECU) door left open, scant amount of debris/dust visible outside of ECU, absence of covered container for disposal of materials) **do not** require a Stop Work Order.

Major breaches in preventive measures (e.g., ECU not in place, moderate/ large amount of debris/dust visible outside of ECU, HEPA-filter vacuum, or damp mop not present, patient in room, appropriate dress code not being followed) or situations that pose a safety risk to persons in the building **require** a Stop Work Order.

Process for issuing a Stop Work Order:

In the event of a breach, notification of the Project Leads as identified on the Appendix 1 IC Measures permit posted on the outside of the hoarding is a priority.

Notify the on-site Contractor that you have identified a breach and are issuing a Stop Work Order. (If breach identified by an IP, please call your manager first)

Identify the exact nature the breach.

Notify the Project Manager and Infection Control Construction Consultant or Infection Preventionist as soon as possible.

The Project Manager and Infection Control Construction Consultant and/or the Infection Preventionist will investigate the breach and ensure that remediation is complete prior to authorizing resumption of activity.

To lift a stop work order, a reinspection shall be performed to ensure corrective measures have been taken and deficiencies corrected.

An MDT meeting should be arranged to ensure all parties are updated regarding the breach and the measures taken prior to resuming work.

All breaches and Stop Work Orders will be reviewed at the next regular construction team meeting.

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Partners Reviewed	Capital Planning and Procurement, P3 partners		
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Approved By	IPAC		
Owner	Infection Prevention and Control		
Revision History	Date	Section	Revision

Interior Health would like to recognize and acknowledge the traditional, ancestral, and unceded territories of the Däkelh Dené, Ktunaxa, Nlaka'pamux, Secwépemc, St'át'imc, syilx, and Tšilhqot'in Nations where we live, learn, collaborate, and work together.