

COVID-19 RESPONSE GUIDE

What steps are CCTB taking to help prevent spreading COVID-19?

- ✓ Daily health assessments
- ✓ Physical distancing enforcement
- ✓ Any employee identified with symptoms will be requested to return home and seek medical attention

What procedures are being practiced on site?

- ✓ Enhanced surface cleaning everyday
- ✓ Strict handwashing and hygiene requirements
- ✓ All employees are enforced to sanitize their workspace regularly
- ✓ Appropriate PPE will be provided on request

What do you do if you suspect another worker has symptoms of COVID-19?

- ✓ Immediately report to the front reception staff and/or email healthandsafety@canadianctb.ca
- ✓ Stay clear of that employee
- ✓ Do not make any assumptions. Always contact the appropriate authorities and allow them to act accordingly

Where are the COVID-19 posters located?

- ✓ Posters are located throughout the campus and in washrooms

How does COVID-19 spread?

- ✓ Breathing in droplets in the air that are created when people cough or sneeze
- ✓ Close contact with other people
- ✓ Touching contaminated surfaces

What should you do if you have symptoms or have been exposed?

- ✓ Take immediate action
- ✓ Report to the front reception staff immediately and follow the provided instructions
- ✓ Note your whereabouts during the period of your shift and provide that information when requested by CCTB management
- ✓ Use the [BCCDC self-assessment online tool](#) or contact 811

What is the minimum mandatory PPE available on site?

- ✓ Hand sanitizer
- ✓ Face masks
- ✓ Temperature measurement tools
- ✓ Gloves