Employee Communication
MINIMIZE RISKS
Updated April 22, 2021

Please share with your teams.

WHAT YOU NEED TO KNOW:

- Masking and physical distancing practices have never been more important. Diligent masking has prevented COVID-19 transmission within City crews and workplaces.
- According to the Saskatchewan Health Authority (SHA), workplaces are currently one of two main sites of COVID-19 transmission in the province.
- We all need to do our part to keep COVID-19 transmissions down. Respect the public health orders and follow good hygiene practices.
- If an employee has been in close contact with another employee who has tested positive for COVID-19, they will be notified by the SHA.
- When it’s your turn, take the first vaccine offered to you.

INFORMATION

MINIMIZE RISKS
The presence of new variants of COVID-19 across Canada means an elevated risk. The best protection against all COVID-19 variants remains:

- Wear a mask.
- Keep physical distance.
- Wash hands frequently.
- Use hand sanitizer when soap and water is not available.
- Stay home when sick.

STAY VIGILENT
Employees who are in the physical workplace are reminded that the risk of infection is highest in common areas such as break rooms and lunchrooms. Please practice extra caution in these scenarios to help keep each other and our families safe.

WORKPLACE EXPOSURE
The SHA is responsible for contact tracing and communicating with individuals who have tested positive. Operating areas will manage their response once confirmation has been received from the SHA. To learn more, read the SOP on COVID-19 Exposure.
QUESTIONS AND ANSWERS

Has anyone at the City contracted COVID-19?
Yes. We worked closely with the Saskatchewan Health Authority (SHA) and the operating area when notified of the confirmed cases. COVID-19 is everywhere in our community and we need to remain vigilant regardless of confirmed cases in specific buildings or work sites.

What is the protocol if an employee tests positive for COVID-19?
The protocol is for the SHA to notify the employee and work with them to identify all contacts. The SHA does the contact tracing. Both the employee and the SHA will notify the manager. The manager, in consultation with Workplace Health and Safety, will advise employees in the immediate area only that a positive case has occurred. The name of the employee is not shared to respect the privacy of the individual involved. The SHA will contact any employees that may have been in contact with that individual and provide direction.

Do we still have out of province contractors working on City projects? Are they required to quarantine?
Procurement practices haven’t changed during the pandemic. Public Health orders do not require quarantine for interprovincial travel.

My co-worker says it’s okay with them if I take my mask off. Do I have to wear it?
Yes, masks are required in all common areas in the workplace and when working with others. Wearing a mask is an important part of the Public Health Order and it is part of our work rules.