

## **MEMORANDUM**

**DATE:** Sept 14, 2022

TO: All Employees

FROM: Senior Leadership Team

RE: COVID-19 Update

Further to the recent announcement by the provincial Chief Medical Officer of Health, and in alignment with the announced changes, employees who have COVID-19 symptoms or who test positive for COVID-19 should:

#### Report it to your supervisor:

1. Your supervisor must contact <a href="mailto:Cheri.Nixon@trca.ca">Cheri.Nixon@trca.ca</a> for tracking purposes, which will allow the organization to monitor possible workplace transmission.

## Stay home (self-isolate) until:

- 1. Your symptoms have been improving for at least 24 hours (or at least 48 hours if you had nausea, vomiting and/or diarrhea);
- 2. You do not have a fever; and
- 3. You do not develop any new symptoms If you do, the self-isolation period restarts.

#### After you are done self-isolating, for 10 days after your symptoms started you should:

- 1. Wear a well-fitted mask in all public settings;
- 2. Avoid non-essential activities where you need to take off your mask (for example, removing your mask for sports or dining out);
- 3. Avoid visiting immunocompromised or higher risk of illness individuals; and
- 4. Avoid non-essential visits to highest risk settings such as hospitals and long-term care homes.

As a reminder, all TRCA employee are required to complete daily online screening when attending a TRCA site/office/facility. This is found on the homepage of the Staff hub.

# COVID-19 Daily Self-Assessment

As part of TRCA's commitment to a healthy and safe workplace, all employees are required to complete the daily provincial COVID-19 self-assessment prior to coming to a TRCA office, site of facility.

Please follow the direction provided from the assessment. If you are required to self-isolate or test positive for COVID-19 please ensure you notify your supervisor immediately, who will also notify their Health and Safety Specialist.

Click here to complete the assessment



We thank everyone for their continued commitment in adhering to our COVID-19 prevention and health and safety measures.

If you have any questions, please reach out to your supervisor or Human Resources.