

COVID-19

PROTOCOL WHEN SOMEONE TESTS POSITIVE

While being off work awaiting test results, an employee, assigned worker or contractor may learn they tested positive for COVID. The following process would then be followed:

- The employee calls either Sherry Lynn Pette (Ext. 213) or Suzanne Jaekel (Ext. 285) and forwards a copy of the test result. The Middlesex London Health Unit would likely reach out to us as well.
- To prevent any future unnecessary spread, the employee would advise us and the Health Unit of anyone they have had exposure to at work.
- Anyone deemed to have been exposed to the employee who tested positive would be contacted, asked to self isolate and be tested.
- If the person who tested positive worked in our facility within the last 14 days, staff on-shift would be advised that someone tested positive. No name will be given. In an orderly fashion, employees would be asked to leave work.
- Managers, Supervisors and Group Leaders will call off-shift workers.
- Appropriate surface cleaning / fogging would take place, using a qualified 3rd party and cleaning products approved for COVID.
- Our operation would likely resume within approximately 24 hours.
- Employees are to watch the GLC website or call 519 455-0770 and select Option 8 for a confirmation on our business resumption plans. They should also keep their phone near by. (Reminder: Please ensure your Supervisor / Group Leader and Dayforce has your current contact information – email and phone numbers).

Thanks,

Suzanne Jaekel
Manager, Human Resources & Communication