As an employer with a strong commitment to occupational health and safety, COVID-19 and respiratory illness workplace measures are in place to ensure the continued health and safety of City employees.

Important Updates

Alberta has declared a state of public health emergency. COVID-19 cases and hospitalizations continue to rise, largely in unvaccinated Albertans. New measures to protect the health care system, stop the spread, and increase vaccination rates come into effect starting September 16.

- **COVID-19 vaccinations**: Employees must be fully vaccinated against COVID-19 by November 15, 2021 and provide proof of vaccination. Administrative Policy A 1701: *COVID-19 Vaccination*, and its related Procedure, outline the requirement for employees to be fully vaccinated against COVID-19, unless exempt on the basis of a protected legal ground.

- **Physical Distancing is required on all worksites effective September 16, 2021.** All employees are required to stay at least 2 metres (6 feet) apart, whenever possible, even when masked.

  - Hold toolbox and tailgate meetings virtually or in a space large enough to accommodate physical distancing.

  - Space as much as possible within vehicles, or travel in separate vehicles where possible.

    - The **Vehicle Travel during COVID-19 Safe Work Practice** offers guidance on distancing and other controls when possible and while travelling in a vehicle for city purposes.

  - Leaders are encouraged to continue staggering start times and breaks, as operationally feasible, to reduce the number of people in lunchrooms or other common areas.

  - The **Physical Distancing Checklist** is an excellent tool to ensure or double check that your facility is aligned with these requirements. Click here if signage is needed.

  - Physical distancing requires monitoring. **COVID-19 Inspection Checklist** is the tool to follow up and demonstrate our due diligence.

- **Temporary Work from Home** - all employees who are able to work from home must do so. Employees should only attend the workplace if their physical presence is required for operational effectiveness.

What Safety Controls are in Place for the Workplace?

- **Face coverings are required** in all indoor public spaces and workplaces as per Provincial Health Order [40-2021](#) and the [City of Edmonton Temporary Mandatory Face Coverings Bylaw](#). Employees must mask, except in work stations. Review the [COVID-19 & Respiratory Illness Face Mask Guide](#).

  - Limited exceptions exist to allow for the temporary removal of a face covering including:
    - when the person is alone at a workstation and separated by 2 metres distance from others;
    - when separated from others by a physical barrier that prevents droplet transmission;
    - while consuming food or drink;
    - If the person is unable to wear a face mask due to a mental or physical health concern or limitation (this must be confirmed with Disability Management);
    - lifeguards on active duty, aquatic instructors in water during lessons; or
    - a hazard assessment determines the person's safety is at risk wearing a mask while working.

- **Meetings and training**: Meetings and training must be conducted virtually wherever possible. If a meeting is held, limit the number of attendees to those necessary, maintain 2 metres of distance and follow mandatory masking requirements.

  - **Gatherings** - No employees should be gathering in the workplace for social purposes.

- **COVID-19 and Respiratory Illness Pre-Shift Screening**: All employees are still required to perform [Pre-Shift Screening](#) before leaving for their place of work. If an employee is unwell, they are to stay home from work and contact their supervisor. Those experiencing [symptoms](#) of COVID-19 should get tested.

- **Isolation and quarantine**: Mandatory 10-day isolation for employees with COVID-19 symptoms or who have been notified of a positive test. All [isolation and quarantine requirements](#) and benefits remain the same. Refer to the [Employee Guide](#) for more information.

- **COVID-19 Hazard Assessment:** Leaders review the [COVID-19 Hazard Assessment](#) with teams.

- **Cleaning, disinfection and personal hygiene**: Along with the regularly scheduled cleaning and disinfecting protocols, each employee will wipe down their individual workspace and commonly touched surfaces and perform personal hygiene practices.

- **Addressing Respiratory Illness in the Workplace (Rapid Response)**:

  - COVID-19: It is important to continue to respond quickly and appropriately when employees experience COVID 19 symptoms -- [Supervisor Toolkit.](#)

- **Respiratory best practices**: Keep your hands away from your mouth, nose and eyes. Cough or sneeze into your elbow. Stay home if you feel sick.

- **Mental Health and Wellbeing**: We encourage everyone to consider activities that can help to reduce stress, such as practicing mindful movements or yoga, listening to soothing music, spending time with your favorite people, going for a walk or writing in a journal. For more information, go to: [Wellness Resources](#).