

# **COVID-19 PRECAUTIONARY MEASURES**

FOR SASKATCHEWAN MINING INDUSTRY

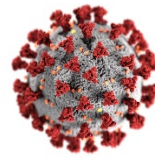
**CORPORATE OFFICES**



**SMA**  
*Saskatchewan  
Mining Association*

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## COVID-19 Precautionary Measures for Corporate Offices

The health and safety of workers at Saskatchewan corporate offices, and their families, is of paramount importance to SMA member companies and a number of precautionary measures have been taken by SMA members in response to the COVID-19 pandemic.

While all companies with corporate offices operate under a specific pandemic plan, there are a number of elements that are common to all corporate offices. These are the **minimum** precautions taken and additional measures may be employed by each company on a site-specific basis using a risk-informed approach.

### All companies follow the direction of the province's Chief Medical Health Officer

#### Pre-Access to Corporate Office

- company communication to all employees with respect to company-specific COVID-19 response actions/requirements
- employees are required to self isolate at home for 14 days if they have travelled outside of Canada or if they have been in contact with someone who has tested positive for COVID-19
  - return to work only after consultation with a company health care provider and/or the Saskatchewan Health Authority (SHA)
  - contact tracing conducted for any positive tests
- employees must not exhibit any COVID-related symptoms, if sick, employees are required to call 811 and follow the advice of the medical professionals
  - return to work only after consultation with site nurse and/or the Saskatchewan Health Authority
  - contact tracing conducted for any positive tests
- implementation of Body Temperature Screening (thermometer, thermal imaging, etc.) where deemed appropriate by facility leadership

#### Corporate Office Requirements

- non-essential workers from corporate offices are generally working from home
- restricting access to company offices with respect to deliveries and contractors to only essential items/personnel
- commitment to physical distancing (2m spacing) while in corporate offices
- increased focus on personal hygiene including handwashing
- reminders to not share personal items such as communication devices, cigarettes, vaping equipment, clothing, grooming products, etc.
- increased sanitization of high touch areas
- reduction of the number of workers allowed in elevators based on elevator size
- reduction in the number of employees allowed in vehicles to maximizing physical distancing
- reduction in the number of workers allowed in break rooms and lunchrooms
- staggering of break, lunch and work schedules
- reduction in the number of individuals attending (or increase in the size of the room used for) meetings
- increased usage of phone meeting/conference call or virtual meetings (Skype/Teams)
- increased usage of marker lines on the floor to delineate physical distancing in common congregation areas
- increased focus on mental health