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**POLICY NO: 206-1**

**CATEGORY: PANDEMIC**

**DATE OF APPROVAL: Jun 21,2021**

**DATE OF REVIEW: August 27, 2024**

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When the WHO (World Health Organization) declare a pandemic, the Alberta Health guidelines will be observed by all employees and Board Members.

The SR Water Commission shall make available personal protective equipment to their employees, such as hand sanitizer, sanitizing wipes, rubber gloves and personal masks.

When entering a customer's home, an employee shall sanitize his hands, wear a mask and have the customer fill out the Self Declaration Form attached. Social distancing should also be observed and hand sanitizing after leaving the customer's home. If the customer answers yes to any of the questions on the form, the employee is to gather his equipment and leave the home. The self declaration form also serves as a contact for notifying people if an employee develops the infection.

Employees are asked to self distance as much as the situation permits. Frequent hand washing is encouraged.

If an employee develops symptoms of the infection as described by AHS, they are to remain home in order not to spread the infection to coworkers and notify the employer as soon as possible in order for contact notification purposes.