

June 30, 2021

## **COVID-19 COMMUNICABLE DISEASE PREVENTION PLAN**

COVID-19 remains highly contagious and countries, including Canada, continue to experience infections. However, with increased vaccinations, the risk of infection is dropping. BC and Saskatchewan Governments' reopening plans are intended to gradually begin increasing social connections, opening businesses and returning us to normal activities. This does not mean we are no longer at a risk of infection.

The purpose of this plan is to continue to ensure a safe work environment for all employees that minimizes the spread of the virus - enabling on-going operations at all Paper Excellence locations. This plan will be amended to follow provincial Public Health orders, recommendations and guidance as well as any regulatory (eg. WorkSafeBC) sector specific COVID-19 safety plans.

### **Smart Hygiene – is still a critical aspect of reducing the spread of any communicable disease**

1. Regularly wash your hands for 20 seconds using soap and warm water or hand sanitizer. Hand sanitizer will continue to be made available to all employees.
2. Avoid touching your face, eyes, nose and mouth.
3. Wipe down shared surfaces (computers, tables and telephones) with provided disinfectants prior to use (with nitrile gloves where needed) and as required.
4. Cough / sneeze into your sleeve or tissue and then dispose of tissue and wash your hands.
5. Do not come to the worksite if you are feeling unwell. If you or anyone in your family feels sick stay home and get tested immediately.
6. Mill site first aid attendants will have access to N-95 masks or appropriate hepa filter respirator only for the treatment of mill employees with suspected COVID-19 infections.

### **Distancing and Travel – follow Provincial Public Health guidance to minimize risk**

7. Don't shake hands.
8. Maintain a minimum of 2 meters of distance from other workers whenever possible. Employees are encouraged to wear a mask when distance cannot be maintained. Mask use is voluntary unless specifically directed by management and safety leaders.
9. Maintain adequate distance from others during indoor meetings. When not possible, consider safe alternatives (eg wearing a mask) as recommended by health authorities.
10. Follow BC, Saskatchewan and Canadian guidance and rules regarding travel.
11. Conduct a risk-assessment with regards to large (greater than 50) gatherings of employees. In some instances, wearing of masks may be required. Cloth and disposable masks will continue to be made available for employees.
12. For site visitors and contractors, fitness for work declarations or questionnaires may still be required to ensure employees are not exposed to unnecessary risk. We will continue to assess risk and where deemed necessary additional measures (eg daily health checks) will be reintroduced

### **Additional Measures**

As more information becomes available and Provincial governments continue to move to reopen, we must keep following any Provincial recommendations and guidance.