

COVID-19 Procedure (Amendment)

All Staff,

Effective February 17th and extended until further notice the below procedures applies to all A&A Staff and Contract Employees. This COVID-19 procedure replaces the previous procedure dated January 19, 2022. If there is a discrepancy between this procedure and previous procedures, this procedure applies.

This procedure is in addition to the Public Health Orders that take effect February 16th, 2022 at 11:59 pm <https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions> and is in effect until amended or rescinded:

- Masks **are not** required to be worn in common areas of A&A offices (e.g. boardroom, hallways, kitchen, photo-copier/printer areas etc.). In instances where a person decides to wear a mask, we ask that you respect that person's individual choice to do so.
- Mask **are not** required in personal workspaces. A personal workspace is defined as an individual's office or work cubicle where physical distance can be maintained or a suitable barrier is in-place separating workplaces.
- Masks **must** be worn in all public indoor settings (e.g. elevators, office building lobby, office building hallways etc.).
- Staff are encouraged to **not use public transit**, as this represents a higher risk of contracting COVID-19. Parking is available for those driving to work.
- Staff are encouraged to return to the office work setting.
- General hygiene and social distancing measures are encouraged.

Thank you for your understanding and adherence to the above procedures and measures contained within the PHO that apply outside of the workplace.

On behalf of the Senior Management Team