

## COVID-19 safety plan – snapshot

**Business name:** Brooklin Concrete Products

**Division/group:** Brooklin Location

**Date completed:** December 21, 2020

**Revision date:** November 10, 2021

Measures we're taking - How we're ensuring workers know how to keep themselves safe from exposure to COVID-19

- New information is shared with workers by physically distanced huddle discussions and posted or electronic memoes
- Pandemic information with infection prevention and control strategies included in health and safety training , both annual and new hire orientation
- Hand washing instructions at all sinks
- Public Health contact information and guidance information postings

How we're screening for COVID-19

- Passive screening postings at publicly accessible entrances with a screening sign in for brokers/ contractors
- Smart device app used for screening employees prior to each shift and electronic record keeping
- Hard copy screening questionnaires available for visitors, servicer providers and workers without smart device access

How we're controlling the risk of transmission in our workplace

### Physical distancing and separation

- Barriers placed between staff and publicly accessible areas
- Physical distance signage and decals at publicly accessible entrances/ service counters
- Mandatory masks in publicly accessible areas and work areas where physical distancing is a challenge
- Morning and lunch breaks staggered to reduce group sizes capacity limits on use of lunchroom and change areas

### Cleaning

- Regular disinfection of high touch surfaces in both publicly accessible areas and plants
- Touchless fixtures installed in the publicly accessible washroom

What we will do if there is a potential case, or suspected exposure to, COVID-19 at our workplace

- Work will be stopped in affected area all workers informed of possible case/ exposure
- This will be followed by a deep clean of the affected area
- Report to Public Health for further direction

How we're making sure our plan is working

- Through regular inspections and review discussions during both weekly operations meetings and the JHSC, we verify that infection prevention and control measures area maintained and complied with.