

COVID-19 Safety Considerations for Employers

These are new times for all of us and we need to make adjustments to operating procedures to protect the health and well-being of staff and those we usually come into contact with. To help keep farm owners and staff safe and facilities operating, we as employers need to make adjustments so that staff can follow the provincial guidelines for social distancing and help us all to be able to stay healthy and continue to work through the busy grading, shipping, planting and production season.

1. Provide a document such as **“Requirements for Employees”** (example attached) to all staff to help ensure that they continue to meet the provincial guidelines for social distancing at work and at home. Post in the lunch room and give a copy to employees to take home.
2. Post a notice with your protocol to handle visitors to your work site. (**“Visitor Notice”** example attached).
3. Provide facilities for washing with soap and water or provide hand wipes and hand sanitizer.
4. Make adjustments to your lines and workspaces so that staff are able to work and maintain the set distance of 6 feet apart or, if that is not always possible, that you are able to provide protection by physical isolation (physical barriers between staff). Designate marked work spots on the line for the employees, and stagger employees working across belts, etc.
5. Designate someone in your workplace to regularly clean and disinfect all surfaces that are commonly touched by staff such as:
 - Machinery, counters, railings, and cutting tools at work spaces.
 - tabletops, counters, handles on equipment such as microwaves and fridges, door knobs, light switches, and taps in lunch and break rooms.
 - Taps, sinks, hygiene dispensers, door knobs and toilet handles in bathrooms and hygiene stations.

This should be done a minimum of twice per day (after lunch and at the end of the workday) and more often as appropriate. **Supervisors should devise a written Sanitation Procedure (SSOP) for the facility, keep a notebook, and document the date and time each time this is done.**

6. Maintain appropriate Occupational Health & Safety and Food Safety (Canada GAP) practices as required and watch for updates as this situation develops.
7. Information on “work refusal” by staff is available at the following link:
<https://www.princeedwardisland.ca/en/information/work-refusal-information-covid-19-frequently-asked-questions>