



Good evening,

Today an announcement was made by the provincial government, that on Tuesday, February 16<sup>th</sup>, Middlesex-London region will move out of the [provincial emergency](#) and back into the [Red: Control zone](#) within the Ontario [COVID-19 response framework](#). The recommendation from the province for people to stay at home is still in place. The restrictions under the framework are placed to help slow the spread of COVID-19 across Ontario.

Members of the Principal and Vice Principal's group met this morning along with Facilities and the Chair of our Joint Health and Safety Committee to respond to the changes taking place in the community and to respond to how these will impact us at Brescia. Our response has been made with the priorities of maintaining the health and safety of students, faculty and staff, providing continuity of critical services, and for preservation of our premises. Our guiding principals for decision making with regards to our employees are minimizing hardship for employees, equity (equitable application of processes), and openness and transparency.

We have some important information to share at this time:

### **Enhanced PPE Requirements on Campus**

#### **NEW – Significant Changes to PPE requirements on campus**

We have required [source control masking](#) on campus to date. This is following the guidelines required by our local health unit. Masks are an important tool to reduce the risk in situations where other controls cannot be consistently maintained. We are actively working to keep our employees who need to be on campus safe, and with the unknowns of the pandemic and virus variants, we have decided to make some significant changes ahead of any other changes that may be implemented by our local or provincial health authorities in the future.

We will require medical grade masks and eye protection (shields) for all frontline workers on campus, or in any area where physical distancing is required. Our facilities team is currently sourcing the appropriate PPE and these will be available to employees as soon as we are able to obtain them.

### **Campus Access and Campus Services**

Courses remain online until the end of the term. All employees who are working remotely will continue to do so under the red framework. This allows us to maintain safety of our community and our employees who are required to be onsite.



To provide employees with advance notice of how areas will change during the course of the pandemic, we have designed a document and chart to help outline processes through the period of April 30, 2021, and have aligned our decisions within the provincial framework so that employees can easily see what is happening in their area. This will assist as we move in and out of the framework over the coming months.

You will see that information on frontline pay has changed from the Fall. We have aligned it with the provincial framework, and have increased the time that this premium will be paid to employees.

For remote employees, before your business unit or area returns to work, you will be given a questionnaire that will allow you to provide information through Human Resources regarding your comfort level with your return to work, and any requirements you may have with regards to medical needs, or other circumstances. Your input will inform safety measures for your department upon returning. We care about your individual circumstances and hope to make transitions back to work as accommodating as possible.

Please see the documents attached. These documents will be living documents and will be amended or updated as we receive new information. This information will be posted to our website in the coming days.

#### **Links to Forms**

[Campus Access Form](#) - If you require access to pick up materials from your office or for other limited exceptions, you must complete a [campus access form](#) during the red framework. You will receive a reply within 24 hours. Please submit requests as far in advance as possible as card key access will be processed once per day.

[Employee Questionnaire](#) – You are still required to complete the employee [questionnaire](#) on the day of your visit to campus. This is a document required under current legislation for all employers.

Thank you so much for helping to keep our campus safe!

Please let me know if you have any questions, and I hope you have a wonderful family day weekend!

Ingrid Christensen  
Acting Director of Human Resources