

MANAGEMENT OF CLUSTERS IN THE WORKPLACE

Investigation

Public Health

Public Health will:

- Complete investigations on all cases
- Work with employers to identify workplace contacts
- Notify all contacts and provide education

Employer

The employer can proactively

- Be aware of the presence of other cases in the workplace and have measures in place to prevent further spread
- Attempt to identify specific areas/portion of workforce affected and institute measures to reduce spread
- Endeavour to mitigate risk of workplace transmission following the guidelines below

Communication

Staff Screening

Recommended daily screening of all staff members

<https://sharedhealthmb.ca/covid19/screening-tool/>

Symptomatic individuals should seek testing

Remove barriers to employees staying home when sick

- Encourage employees to stay home when ill, even with mild symptoms
- Review sick leave/return to work policies

- Consider paid sick leave (*The province will support paid sick leave for workplaces that do not currently provide it. Information on Manitoba's Paid Sick Leave program for employers: <https://www.gov.mb.ca/covid19/programs/pandemic-sick-leave.html>*)
- Allow employees to work from home

Carpooling/Social Gatherings

Discourage employee carpooling

If carpooling is necessary

- Encourage employees to sit in different rows of the vehicle
- Increase ventilation with open windows
- Encourage mask wearing for the entire ride

Remind employees of current public health restrictions on social gathering

Control

Workplace set up

Ensure adherence to current Public Health Measures including:

- Minimum 6 feet/ 2 metres distance
- Face mask use in all indoor public settings
- Face mask use recommended for outdoor settings where distancing cannot be maintained

Post signs (indoors and outdoors) throughout the workplace setting

<https://www.gov.mb.ca/covid19/resources/index.html>
<https://sharedhealthmb.ca/covid19/providers/posters/>

Increase spatial separation and distance between work stations.

Plexiglass or other physical barriers may be required when distancing cannot be maintained and in conjunction with other measures stated.

Limit numbers of people on break/lunch together and ensure distancing

PPE

Recommended use of appropriate PPE based on work type

Ideally determined with the advice of workplace Occupational Health and Safety representative/committee

<https://www.gov.mb.ca/covid19/fundamentals/masks.html#work>

Sanitizing/Disinfecting

Ensure a 60% or higher alcohol-based hand sanitizer or portable hand wash stations are available at entrance/exit.

Remove unnecessary high-touch items/surfaces.

Regularly clean workstations and high touch surfaces with minimum 70% alcohol wipes.

Provide staff with hand-sanitizer and cleaning supplies for their own work station.

Closing

Some workplaces may opt to close for a variety of reasons:

- Professional sanitizing of the workplace
- Staffing shortage impacting workplace functioning/productivity
- To eliminate ongoing workplace transmission

Resources

<https://www.gov.mb.ca/covid19/restoring/guidance.html>

<https://www.canada.ca/content/dam/phac-aspc/documents/services/publications/diseases-conditions/preventing-covid-19-workplace-employers-employees-essential-service-workers/preventing-covid-19-workplace-employers-employees-essential-service-workers-eng.pdf>

https://www.canada.ca/en/public-health/services/publications/diseases-conditions/preventing-covid-19-workplace-employers-employees-essential-service-workers.html# For_employers

<https://www.ccohs.ca/products/publications/covid19-tool-kit/?&orig=/products/publications/covid19/>