

**This message has been approved by Tanya Rowell, CEO of the Public Service Commission
-Please convey this message to any employees who do not have computer access-**

Today, our Premier and Chief Public Health Officer, Dr. Heather Morrison, announced some relaxing of the "Circuit Breaker" measures due to the success that has been seen since the implementation of those measures on December 7, 2020. The relaxing of measures will be effective Friday, December 18 at 8 a.m. and last until January 11, 2021 (<https://www.princeedwardisland.ca/en/information/health-and-wellness/covid-19-post-circuit-breaker-holiday-measures>).

The new easing of restrictions will include:

- Museums, libraries, gyms, craft fairs, markets and retail stores can operate at 50 per cent of normal occupancy.
- Households can welcome 10 additional people for a private gathering, provided that these individuals be as consistent as possible, and physical distancing can be maintained.
- Restaurants may offer dining room service again, with reduced capacity, and be closed by 11 p.m.
- Recreational and organized sports can resume.
- Residents in long-term care may have two partners in care each, plus up to six additional visitors in assigned areas.
- Organized gatherings such as church services and concerts may resume with a maximum of 50, plus a second cohort of an additional 50 with an approved operational plan. Weddings and funerals may now have up to 50 people in attendance.

Stay informed by checking www.princeedwardisland.ca/covid19 regularly for CPHO updates.

What does this mean for Civil Service employees?

Departments and agencies are to continue to determine how best to provide services to the public within current guidelines and are to communicate with their staff and clients as soon as possible to advise of any operational changes.

Employees who were directed to work from home during the 'circuit breaker' measures may be advised to return to their workplace by their Manager. Employees working onsite are still encouraged to limit unnecessary visits to other offices or shared spaces.

While meetings should occur virtually where possible, and services can continue to be offered remotely where feasible, departments and agencies may consider returning to their pre-circuit breaker mode of service delivery, provided it aligns with current CPHO guidance. Public access is to be limited where appropriate, and if a service cannot be offered virtually, it must be done safely and following CPHO guidelines.

If Public Health has advised you that you need to be [tested](#) and [self-isolate](#), you should arrange to get tested and contact your manager or supervisor as soon as possible. Managers should then consult with their Human Resource Manager on appropriate next steps.

Otherwise, all staff must self-monitor for [symptoms](#) of COVID-19 and report to their supervisor immediately if they have concerns about possible COVID-19 exposure or possible symptoms.

Any staff member who develops symptoms of COVID-19 at work must immediately perform hand hygiene, report to their manager, avoid contact with staff, leave as soon as it is safe to do so and visit a Drop-In Testing Clinic. Managers should then consult with their Human Resource Manager on the next steps.

The following measures must continue to prevent the spread of COVID-19 in the workplace:

- Staying home when ill; anyone experiencing symptoms related to COVID-19 should contact their family physician, nurse practitioner, call 8-1-1 or visit one of the COVID-19 Drop-In Testing Clinics.
- Screening all clients and visitors before entry using the **screening tool** at <https://psc.gpei.ca/sites/psc.gpei.ca/files/PDF%20Files/COVIDScreeningToolNov24%2C2020.pdf>.

- Adhering to the **Civil Service Mask Protocol** at <https://psc.gpei.ca/sites/psc.gpei.ca/files/MaskProtocol19Nov2020.pdf> and ensuring clients and other visitors are advised of mask expectations before their arrival.
- Physical distancing (2m/ft) at all times in your workplace and in common areas such as elevators, stairs, lunchrooms, etc. This includes staggering lunch breaks, booking larger boardrooms, and not meeting in hallways where others need to pass, etc.
- Washing your hands and not touching your face with unwashed hands, covering your cough or sneeze with tissues or your sleeve, and enhanced cleaning of commonly touched surfaces.
- As an additional layer of protection, you are encouraged to download the free COVID Alert App (<https://www.princeedwardisland.ca/en/information/health-and-wellness/covid-alert-app>).

Your Employee Assistance Program is Here for You

EAP is confidential, and counsellors can be reached at [\(902\)368-5738](tel:9023685738) or toll-free at [1-800-239-3826](tel:18002393826) or by email at eap@gov.pe.ca.

If you have any questions or require more information, please don't hesitate to reach out to your manager or your Human Resource Manager.

The safety of our employees and Islanders is our top priority, and we will continue to follow the guidance of our Chief Public Health Officer, Dr. Heather Morrison, to make decisions. Thank you for continuing to do your part for you, your family, co-workers and Islanders.