

Subject: Employee Update – January 25, 2021

**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-**

On Friday, January 22, 2021, Chief Public Health Officer, Dr. Heather Morrison, announced the further easing of public health measures concerning libraries, museums, retail operations, organized gatherings, gyms and fitness facilities, and personal services (<https://www.princeedwardisland.ca/en/news/pei-eases-public-health-measures>). The eased restrictions took effect on Saturday, January 23, 2021, at 8 a.m. and are expected to remain in place until February 16, 2021. The eased measures include:

- **Organized gatherings**, such as concerts, worship services and movie theatres, can continue to operate with a total of 50 people but can now have up to three additional groups of 50 people (up to 200 total) with an approved operational plan. Weddings and funerals can include up to 50 people, plus officiants. Weddings and funerals are not eligible for additional groups of 50.
- **Gyms/fitness facilities, museums, and libraries** may now operate at capacity provided physical distancing and other public health measures can be maintained. Indoor fitness activities such as hot yoga, boot camps, spin and high-intensity interval training must continue to operate at a three-meter physical distance between individuals.
- **Retail stores, markets and craft fairs** may operate at capacity providing physical distancing, and other public health measures can be maintained.
- **Restaurants and licensed premises** can continue to offer in-room dining service with a later closing time of 12:00 a.m. (midnight) and a maximum table size of 10 people. These establishments are subject to the organized gathering limit of 50 people but can now have up to three additional groups of 50 people with an approved operational plan.

Other public health measures will remain in place:

- **Personal gatherings** (indoor and outdoor) continue to be permitted with up to 10 additional people outside your household. These 10 people should be as consistent as possible, and physical distancing should be maintained as much as possible.
- **Organized recreational and team sports** may resume following the organized gathering limits, with enhanced attention to records for contact tracing.
- **Personal services** can continue operating on an appointment basis.
- **Long-term care residents** can have up to two partners in care, with a limited number of visitors allowed in designated areas.
- **Licensed and unlicensed childcare centres** can continue operating at 100% capacity.

Starting Tuesday, January 26, 2021, courier deliveries to the Public Administration Buildings (PAB) may now be delivered directly to specific buildings and floors within the PAB Complex.

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.

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/6ft) 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.
- Limiting the number of people in the workplace where necessary by having people work remotely where possible, limiting public access where appropriate, meeting virtually or via teleconference, and offering virtual services where feasible.
- 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>).
- Stay informed by checking www.princeedwardisland.ca/covid19 regularly for CPHO updates.

Your Employee Assistance Program is Here for You

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

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

Thank you and have a great week!