

This message has been approved by Tanya Rowell, CEO of the Public Service Commission

-Please post this message for employees who do not have computer access-

Tomorrow, March 17, we move to Step 2 of the [Moving On- Transition Plan to Living with COVID-19](#).

Thank you for continuing to do your part to adhere to [public health measures](#). We will continue to monitor progress and take a careful and measured approach, with the safety of Islanders being a top priority.

All civil service employees who can effectively and seamlessly work from home, are asked to continue to do so during Step 2, in accordance with the [Remote Work Guidelines](#). Those whose work is most efficiently performed onsite should continue to work at their place of employment, provided physical distancing and adherence to [public health measures](#) is maintained. Where feasible, meetings should be held remotely during this time. **Please follow up with your supervisor if you have any questions about your specific arrangement.**

[Step 2](#) – March 17 – est. April 7

- **Store front services (e.g. Access PEI, LCC stores, Taxation Payments), museums, libraries, etc.:** up to 75% capacity and are required to maximize use of space to allow for as much physical distancing as possible.
- **[Wearing a mask](#)** remains a requirement in indoor public places and workplaces where distancing cannot be maintained, for more information see [Civil Service Mask Protocol](#).
- Assess the risk to yourself and to others before travelling
- Stay home if you aren't feeling well. Monitor for [symptoms of COVID-19](#) and adhere to [testing](#) and [isolation](#) requirements.
- **If you have [COVID-19](#), have been notified you are a [close contact](#), have symptoms or concerns about possible COVID-19 exposure, and/or need to be [tested](#) and/or [self-isolate](#), talk with your Supervisor as soon as possible.** Supervisors are to then work confidentially and directly with their HR Manager to confirm appropriate measures to be taken at the workplace as well as a plan for the employee's safe return. **Employees are not to return to work until they have consulted with their Supervisor and HR Manager.**
- Employees and clients who are required to self-isolate **are not** permitted to enter a Government site; per the [Civil Service COVID-19 Exclusion Policy](#).
- Workplaces to ensure measures remain in place to maintain physical distancing and monitoring of and adherence to same.
- [Get vaccinated](#) against COVID-19 if you are eligible, including getting a booster six months after last dose.
- Visitors coming into buildings are to be screened with the [Screening Script](#).
- Stay informed by checking www.princeedwardisland.ca/covid19 regularly for updates from the Chief Public Health Office.

Last week, Chief Public Health Officer, Dr. Heather Morrison, announced **changes to testing and isolation requirements**. [Click here for more information](#).

[Test](#) if you are:

- Symptomatic and have no known exposure to COVID-19.
- Symptomatic and work or live in a high risk setting* or are at higher risk for severe COVID outcomes.

You do not need to be tested if:

- You are a symptomatic [close contact](#) with a known exposure to COVID-19 and are not high risk for serious outcomes, you can assume [you are positive](#) and do not need to get tested.
- You are a close contact but have no symptoms, unless you work or live in a high risk setting*.

* High risk settings include residents of long-term care and community care facilities, health care workers, first responders, staff and residents of shelters and transition houses, homeless population, correctional staff and offenders, inpatients in mental health & addictions facilities, members of First Nations communities, essential workers approved for the ["Test-to-Stay"](#) policy.

It's important to note the [Isolation](#) timelines announced on February 23rd remain in effect.

Employee Assistance Program

It's ok to not be ok, help is available. If you and/or your immediate family member are struggling, EAP is available for confidential and professional counseling and resources at (902) 368-5738, (toll-free) 1-800-239-3826, or eap@gov.pe.ca. For more information, please see: <https://psc.gpei.ca/employee-assistance-program>.

If you and/or your team have additional questions and/or support needs, talk with your Supervisor or HR Manager.

Thank you and a very happy St. Patrick's Day to you!

Tanya