



386 Wilcox Street  
PO Box 2030  
Hamilton, ON L8N 3T1  
905.528.2511  
stelco.com

April 2, 2020

## **Memo to All Stelco Employees**

Re: Our COVID-19 Response

If you have questions regarding Stelco's COVID-19 response or plan to return to work following any period of time away, please contact Human Resources.


**HR Info Line: 905-528-2511 x 3364 or email: [HR@stelco.com](mailto:HR@stelco.com)**

Yesterday provided our Company with a sobering, first-hand example of the global crisis we have all been living through for the past several weeks. While I am saddened that a member of our Stelco family has tested positive for COVID-19, I am heartened by the collective response of the entire Stelco community. We have spent countless hours preparing a response to deal with a situation such as this, and without fail our employees executed the plan flawlessly. I want to thank each and every one of you for your cooperation and dedication to protecting our collective health and safety. I also want to specifically thank the union leadership for their collaboration. Over the coming days, weeks and months, we will all be called upon to remain vigilant in the face of this pandemic, and I am confident that the strength of our business and our employees will persevere.

Further to the events of yesterday, attached to this update is a notice from Health and Social Services for Haldimand and Norfolk that provides some additional information and resources that I would ask you all to read.

In my update yesterday, I noted that there would be some updated screening protocols introduced for employees and visitors in the coming days. You will soon notice signage at every entry gate indicating specific conditions that will require employees and guests to be barred to entry to the facility. A sample of these new signs is also attached to this message. Please familiarize yourself with the screening questions and do not attempt to enter any Stelco facility if you meet any of the noted conditions.

Thank you all for your continued commitment to our collective safety.



S. Sanyal  
Chief Operating Officer

DATE: April 2, 2020

To: Employees of Stelco, Nanticoke

**RE: Novel Coronavirus (COVID-19) Exposure at Stelco – Nanticoke (Pickling Department)**

The Haldimand Norfolk Health Unit (HNHU) has been notified that an individual diagnosed with novel coronavirus (COVID-19) attended **Stelco, Pickling Department** while potentially contagious. Upon notification HNHU staff worked with the case in collaboration with Stelco to investigate and identify all individuals that may have been in close contact with the case.

***If you were not contacted directly by HNHU, you were not identified as a close contact of the person diagnosed with COVID-19.***

A close contact is:

- a person who provided care for the individual, including healthcare workers, family members or caregivers; OR
- a person who had other similar close contact OR
- a person who lives with or otherwise had prolonged\* contact with a confirmed case.

*\*prolonged exposure: contact with the case for more than 20 minutes within a 2 metre distance.*

If you are not a close contact, you should still be aware of the following information:

COVID-19 is a viral respiratory illness like a cold or flu that can cause:

- Fever
- Cough
- Difficulty breathing

**IMPORTANT: What You Need to Do**

If you are currently well and have no symptoms of COVID-19, **monitor yourself for symptoms until April 9, 2020**. There is no requirement to self-isolate if you are currently well and not identified as a close contact.

If you develop symptoms of a respiratory illness (fever, cough, or difficulty breathing), immediately call Haldimand Norfolk Health Unit COVID Hotline 519-426-6170 ext 9999 and isolate yourself. **Do not go to the hospital or your doctor's office without calling ahead** to tell them you may have been exposed to someone with COVID-19.

If you are severely ill and need to call 911, **please let the 911 operator know that you may have been exposed to someone with COVID-19.**

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There is no need to report to the Haldimand Norfolk Health Unit unless you develop symptoms.

For information on COVID-19, please visit our website at [www.hnhu.org](http://www.hnhu.org). If you need to speak with a public health nurse, please call 519-426-6170 ext. 9999 8:30am-4:30pm Monday to Friday and 9am-5pm on weekends.

Sincerely,

Eric Robertson RN BScN  
Public Health Nurse  
Infectious Diseases Team

# COVID-19



**DO NO ENTER** if you answer **YES** to any of the following unless approved by a Medical Professional:

- You have tested positive or being tested for COVID-19
- You have flu-like symptoms currently or in the past 14 days
- You have travelled outside of Canada in the past 14 days
- You have been advised by Public Health or a Medical Professional to self-isolate
- You have been in close contact with anyone confirmed positive for Covid-19, or who is sick with new respiratory symptoms

*Close contact is defined as being within 2m/6ft of someone for a prolonged period of over 15 to 20 minutes*

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**WHEN WORKING** in the facility ensure to follow the practices below:



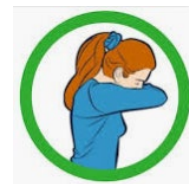
**CLEANING AND DISINFECT YOUR WORK AREA**



**WASH HANDS FREQUENTLY**



**PHYSICAL DISTANCE**



**COUGH OR SNEEZE INTO YOUR ELBOW**