humen resources



As restrictions are slowly being lifted and the size of gatherings may increase, it is still extremely important to practice physical distancing when you are in and out of the workplace. It is still required that individuals maintain a two-metre separation from others when possible, avoid non-essential travel and wear a mask when in public spaces, such as grocery stores, pharmacies, etc. Please be sure to continue to utilize the resources uploaded to the COVID-19 page on stelCORE.

Please click <u>here</u> for more information on physical distancing and <u>here</u> for more information on non-medial masks and face coverings.

We encourage you to follow usual health precautions, such as:

- washing your hands often;
- physical distancing and avoiding interaction with those who are sick;
- · refraining from touching your face more than is necessary; and
- practicing proper coughing and sneezing etiquette.

Furthermore, all employees who have COVID-19 symptoms, have been in contact with someone who is awaiting a test or was told to self-isolate needs to be transferred to Emergency Services & Security to ensure details are collected and proper protocols are being followed.

You should not be coming to work if you:

- 1. Have COVID-19 symptoms;
- 2. Have been told by Telehealth to Self-Isolate or to get a test done; or
- Have been in contact with someone who has tested positive for COVID-19 or is awaiting test results.

Thank you to all staff for your commitment to slowing the spread of COVID-19 as it is our collective responsibility to ensure the health and safety or our families, friends, and co-workers.

Please contact Human Resources if you have any questions at:

HR Info Line: 905-528-2511 x 3364

Email: HR@stelco.com

Managers: Please post in common areas for those who do not have computer access.