



Created: June 2020
Revised: --
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The virus that causes COVID-19 spreads in several ways. It can spread in droplets when a person coughs or sneezes. It can also spread if you touch a contaminated surface and then touch your face. The risk of person-to-person transmission increases the closer you come to other people, the more time you spend near them, and the more people you come near. The risk of surface transmission increases when many people contact the same surface and when those contacts happen over short periods of time

1. Symptoms and Self Isolation

- 1.1. Before shift every morning, workers will check-in and confirm they are not experiencing any symptoms.
- 1.2. Anyone worker who has experienced symptoms of COVID-19 in the last 10 days must notify their supervisor immediately, use the CDC self-assessment tool at <https://bc.thrive.health/covid19/en> and follow it's instructions for self-isolation. Symptoms include fever, chills, new or worsening cough, shortness of breath, sore throat, and new muscle aches or headache.
- 1.3. Anyone who has arrived from outside of Canada, or who is a contact of a confirmed COVID-19 case, is to self-isolate for 14 days and monitor for symptoms.
- 1.4. For workers who start to feel ill at work. The following steps should be taken:
 - 1.4.1. Sick workers report to first aid if available, even with mild symptoms.
 - 1.4.2. Sick workers are to wash or sanitize their hands, provided with a mask, and isolated. After assessment ask the worker to go straight home and use the CDC self-assessment tool.
 - 1.4.3. If the worker is severely ill (e.g., difficulty breathing, chest pain), call 911.
 - 1.4.4. Clean and disinfect any surfaces that the ill worker has come into contact with.

2. Physical Distancing

- 2.1. Workers shall maintain a distance of two metres between each other and customers wherever possible by organizing work tasks and mindful navigation on site.

3. Cleaning and Sanitation

- 3.1. All surfaces Faria Mechanical has come in contact with will be cleaned and sanitized before leaving, including tools and equipment, workstations, light switches, and door handles.
- 3.2. Latex gloves, dust masks, and safety glasses are to be worn at all times while in customer homes. Instructions for how to use a mask are included in this notice.

Faria Mechanical Employees will abide by all WorksafeBC guidelines.



John Faria



Victor Faria

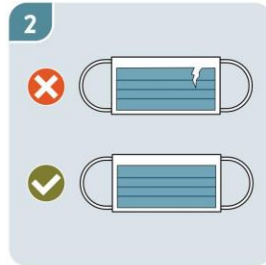
June 24, 2020

Date

Help prevent the spread of COVID-19: How to use a mask



1 Wash your hands with soap and water for at least 20 seconds before touching the mask. If you don't have soap and water, use an alcohol-based hand sanitizer.



2 Inspect the mask to ensure it's not damaged.



3 Turn the mask so the coloured side is facing outward.



4 Put the mask over your face and if there is a metallic strip, press it to fit the bridge of your nose



5 Put the loops around each of your ears, or tie the top and bottom straps.



6 Make sure your mouth and nose are covered and there are no gaps. Expand the mask by pulling the bottom of it under your chin.



7 Press the metallic strip again so it moulds to the shape of your nose, and wash your hands again.



8 Don't touch the mask while you're wearing it. If you do, wash your hands.



9 Don't wear the mask if it gets wet or dirty. Don't reuse the mask. Follow correct procedure for removing the mask.

Removing the mask

1 Wash your hands with soap and water or use an alcohol-based hand sanitizer.

2 Lean forward to remove your mask. Touch only the ear loops or ties, not the front of the mask.

3 Dispose of the mask safely.

4 Wash your hands. If required, follow the procedure for putting on a new mask.

Note: Graphics adapted from BC Centre for Disease Control (BC Ministry of Health), "How to wear a face mask."



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Managing COVID-19 Stress, Anxiety and Depression

News and information about the spread of COVID-19 around the world is coming at us quickly. It can be hard to keep up and if you are keeping up on the latest, it can be even harder to remain calm given all that is going on. Stress, anxiety, and depression are not unusual for people of all ages. But there are things we can do as individuals and collectively to deal with stress and support one another during these challenging times.

1 Know the facts.

Using reliable sources of information will ensure that what you do learn is fact, not fear-based.

- [The BC Centre for Disease Control](#)
- [HealthLinkBC](#)
- [Health Canada](#)
- [The World Health Organization](#)

2 Reach out.

Social distancing is important and will help control the spread of the virus. At the same time, it can also create even greater feelings of isolation, loneliness, and sometimes depression. Use this time to connect in other ways...call those who are alone, connect with friends online, and offer support to those who really need it. Offer a virtual hug over FaceTime or Skype.

3 Have calm conversations.

Maintaining a sense of calm, especially when [talking to children](#), will go a long way toward easing their fears and uncertainty. Provide age-appropriate, factual information and give them the opportunity ask questions and share how they are feeling.

4 Practice self-care.

Build self-care into your day, even (and especially) as activities change and routines are disrupted. All the things you do to take care of yourself will help manage your stress. And by taking good care of yourself, you'll be better prepared to take care of others. Some self-care ideas:

- Meditate
- Practice deep breathing
- Read about something other than the virus
- Start a digital detox (leave your phone alone for a while)
- Play a board game
- Take a bath
- Cuddle your pet
- Exercise

5 Seek help.

You know your body and its signs of stress. If you are having trouble managing your mental health, contact your healthcare provider and encourage those you love to do the same.

Call 1-888-COVID-19 or text 604-630-0300 for details, advice, and further information on the virus in British Columbia.

If you need help, there are many resources available:

HealthLink BC: Provides 24/7, confidential health information and advice. Call 8-1-1 or visit: www.healthlinkbc.ca.

Crisis Intervention and Suicide Prevention Centre: Provides confidential, non-judgmental, free emotional support for people experiencing feelings of distress or despair, including thoughts of suicide. Call 604 872-3311 (Greater Vancouver), or toll-free 1 800 SUICIDE (784-2433), or visit: www.crisiscentre.bc.ca.

The KUU-US Crisis Response Service: Provides 24/7 culturally-aware crisis support to Indigenous people in B.C. Call 1-800-588-8717 or visit: www.kuu-uscrisisline.ca.

Mental Health Digital Hub: A provincial website that provides information, services and education and awareness about mental health and substance use for adults, youth and children. www.gov.bc.ca/mentalhealth

Bounce Back: A free evidence-based program designed to help youth and adults experiencing symptoms of mild to moderate depression, low mood or stress, with or without anxiety. Bounce Back® teaches effective skills to help people improve their mental health. Call toll-free: 1 866 639-0522 or visit: www.bouncebackbc.ca.

MindHealthBC: Vancouver Coastal Health Authority, Providence Health Care and community partners have created an online mental health counselling program. If you're struggling with depression, anxiety, or other mental health or substance use challenges, please visit the website for information and recommendations for further support in Vancouver, Richmond and other coastal communities. www.mindhealthbc.ca

Heretohelp: Provides information about managing mental illness and maintaining good mental health, including self-management resources and screening self-tests for wellness, mood, anxiety and risky drinking. www.heretohelp.bc.ca

