

COVID-19 Return To Work Re-Integration Plan

COVID-19 Cleaning Protocol - Single Point Lesson

Timing

Approx. 10-mins

Description

This Single Point Lesson describes a checklist, to be used by staff to ensure cleaning activities are being adequately completed. This protocol arose from concerns with the spread of COVID-19. It is intended to assure activities related to maintaining a safe, healthy work environment are routinely and fully performed.

Objective

Provide awareness of - and guidance on - the COVID-19 Process Checklist.

Instructions

This Single Point Lesson discusses the checklist designed for Director/Manager to assure health guidelines deriving from COVID-19 cleaning protocols are being routinely met. The intent of the checklist is to enable employees to return to work and work together to stop the spread of COVID-19 and remain safe and healthy.

Developed COVID-19 Process Checklist

Nothing is more important than the health and safety of our workforce, dealers, customers and communities. Therefore, when we started work to reopen our facilities and restart operations, we followed the guidance from public health experts to do all we can to keep our people healthy.

A goal was established: Work Together to Stop the Spread of COVID-19 and Maintain Healthy People at Work.

To achieve this, a protocol list was developed to detail the actions that needed to be taken by General Staff and Facilities Staff to share cleaning requirements to stop the spread of COVID-19 while returning to work.

These actions will achieve our goal to keep people safe, stop the spread of COVID-19, and restart operations in our facilities.

Checklist Content – High Level

The protocol list incorporates items to specifically address the following areas:

- Identification and validation of items requiring cleaning
- Necessary Physical Requirements to be followed on shift
- Necessary Behavioral Activities to be followed on shift

Checklist Completion

This protocol must be followed by staff and documentation maintained to show completion of the facility cleaning activity.

This documentation must be reviewed monthly as part of the health and safety inspection, as well as being available to JHSC members when requested.