



Fort Nelson First Nation | Administration Department

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fortnelsonfirstnation.org

June 19, 2020

Dear Community Members:

Re: COVID-19 RESPONSE – FNFN WORKPLACES REOPENING JULY 20, 2020 - NOTICE

I am happy to announce that plans are underway to have all employees back in the workplace on July 06, 2020.

It is important that our community members are aware that the first two weeks (July 06-19, 2020) will be dedicated to workplace health and safety orientations and new learning and development initiatives related to COVID-19, as employees will be learning new ways of working together while staying apart in the workplace. During this time all buildings will continue to remain closed to the public.

Over the past several weeks, I have been working with Human Resources, and the Executive Management team, to implement new general ('global') policies and protocols for our workplace. As we approach July 06, 2020 each department ('site') is putting in place their 'site-specific' protocols. As no two buildings are configured the same, or offer identical services, site-specific protocols are a requirement. While we will aim to keep safety protocols simple and clear, please be aware that there may be some safety variations from site to site, once we reopen to the public.

Essential services which have been offered during our emergency office closure will continue to be offered with no changes at this time.

Provided that there are no cases of COVID-19 in the community or among our workers, we will commence with reopening to the public on July 20, 2020. This does not mean that individuals can 'come and go' from buildings at will, but it does mean that you may attend booked appointments. Regular office hours will continue to be 8:30 a.m. – 4:30 p.m., and early morning appointments will be reserved for Elders and immunocompromised individuals.

Following the lead of the Provincial Orders, Public Health Officer Guidance, BC Centre for Disease Control and WorkSafe BC, and guidance from the World Health Organization, we have made many changes to the work environments which will remain in place for the foreseeable future, which include but are not limited to:

- Sick employees and members of the public must stay home – no exceptions. Sick employees and members of the public that arrive to FNFN workplaces as such will be sent home.
- Proper handwashing and hand-sanitizing practices have been implemented and must be followed by employees and will be posted for the public to follow as well. FNFN is well equipped with hand sanitizer stations for employee and public use.

"For as long as the sun shines, the grass grows and the rivers flow."

- Physical distancing of 2 meters is a requirement and when physical distancing cannot be maintained individuals are required to wear a face mask. FNFN is well equipped with portable protective barriers (sneeze guards) for employee use when required.
- Plexi-glass barriers have been installed in all buildings in the reception area. Portable protective barriers (sneeze guards) will be placed between waiting room chairs where necessary.
- All meetings and appointments (employee/client) must be scheduled so that reduced building occupancy levels can be maintained. Many meetings will continue to be conducted via teleconference and video.
- Non-essential business travel continues to be suspended.
- The Community Infrastructure and Safety Services department has added additional cleaning guides for more robust sanitization services.

Our new way of conducting business as usual will mean that service provision will look and feel different, but please know that all of these measures are put in place to protect the safety of our community members, our employees, and the public.

We wish to thank the Fort Nelson First Nation community for doing their part to reduce the risk of transmission of SARS-CoV-2 (COVID-19), and for their continued patience through the emergency office closure. We are not over this Pandemic yet, but the combined efforts of our community members and our employees to keep our community safe demonstrates that we continue to do our part to reduce the risk of transmission of COVID-19 in our community and our workplace.

Remember to keep practicing all the new health skills that we have learned over the past several months: stay home when you are sick, maintain physical distance, practice frequent hand hygiene, stay in your social bubble, and as Dr. Bonnie Henry frequently says, “Be kind to one another.”

We will get through this.

Yours truly,
FORT NELSON FIRST NATION per

A handwritten signature in black ink, appearing to read 'Liz Logan', with a long horizontal flourish extending to the right.

Liz Logan
Executive Director, Administration

C.C. Council
Executive Management
All Staff Bulletin