

WELLDONE MECHANICAL OCCUPATIONAL HEALTH & SAFETY PROGRAM MANUAL
EFFECTIVE: APRIL 16, 2020

WELLDONE MECHANICAL SERVICES COMMITMENT TO SAFETY – COVID 19

At Welldone Mechanical Services, the safety and well-being of both our Customers and our Staff is always our top priority. We are actively monitoring the Coronavirus situation and are taking precautions to help keep our communities safe during this challenging time. We will continue to provide essential services to our customers and are committed to implementing best possible practices to help prevent the spread of the virus so that we can be there when our customers need us the most.

The Public Health Agency of Canada recommends that we all take the following precautions to help prevent the spread of the virus:

- Wear a mask at all times
- Wash your hands often with soap and water for at least 20 seconds. Use alcohol-based hand sanitizer if soap and water are not available.
- Cough or sneeze into a tissue or the bend of your arm, not your hand
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Clean and disinfect frequently touched objects and surfaces (phones, door handles, etc.)
- Do not share personal items such as pens, tools, equipment, materials etc.
- Avoid crowded places and non-essential gatherings.
- Keep a distance of at least 2 meters lengths from others.
- Stay home if you are sick.

At Welldone Mechanical Services, we value the safety and protection of our customers, team members and families. With this in mind we are adding the following procedures:

- Our front-line staff have masks, gloves, boot covers, hand sanitizer and disinfectant wipes with them.
- Staff will keep recommended safe social distance and will not be shaking hands with customers.
- We will ask our customers if they have or anyone in their organization has been diagnosed with Covid-19 or have symptoms prior to entering their home or place of business.
- Any staff member who has flu-like symptoms will be asked to contact their supervisor immediately and stay home and follow the Covid-19 testing protocols.

Our company values the safety and protection of our customers, team members and families. We will continue to monitor the situation and make changes as needed or directed by the Government of Canada.

"If it's not done well, it's not Welldone."

