DATE: October 27, 2020

TO: Depot Network

RE: Notification Process for Positive COVID-19 Cases

Attention depot operators and staff,

We want to thank the Depot Network for being proactive these past months in implementing precautionary measures to protect staff and customers from the transmission of COVID-19.

Despite best efforts, there is still a potential risk, and we encourage you to be prepared and consider having a COVID Response Plan in place. Alberta Health Services (AHS) should be your first contact if you, or one of your employees, tests positive for COVID-19. They will be able to guide you through any steps you will need to take to prevent further transmission, and to meet public health orders and guidelines.

As part of your COVID Response Plan, we have created a new ticket form in the Quality Monitoring System (QMS) to allow Depot Operators to notify BCMB and Industry Partners, who could be at risk if they have visited the Depot recently. If you suspect that an employee may have contracted COVID-19, or if they confirm they have tested positive, please submit a "Positive COVID-19 Case at Depot" ticket with as much detail as possible through the QMS immediately. This will allow us to stay informed and work together to prevent further transmission.

If you need assistance logging into the QMS, or if you have any questions, please contact a Compliance Officer using the information under the Contact Us page on our website: https://www.bcmb.ab.ca/contact/