



PSC Natural Foods

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Covid-19 Safety Plan – WorkSafe BC

1. Sick policy is in place and enforced. Employees must be well while at work—even mild symptoms are not permitted in the workplace. Paid sick time available to our employees as per our sick pay policy.
2. Standard Operating Procedure (SOP) is in place if someone becomes sick while at work or begins to display symptoms while at home.
3. International travellers must self-isolate for 14 days and monitor for symptoms. Interprovincial travellers must self-isolate for 7 days.
4. Employees who live with someone who has been diagnosed with COVID-19 must self isolate and monitor themselves for symptoms.
5. Physical distancing of 2 meters is strictly followed and signage is posted. Employees are required to wear masks in shared areas of the building. Shared space protocols are in place.
6. Hygiene policies are communicated. Hand washing is required upon arriving at work and throughout the day.
7. Heightened sanitation is in place throughout the day and in the evenings. This includes all high-touch areas and warehouse machinery.
8. PPE including face masks, hand sanitizer and gloves are available to employees.
9. Disinfectants to clean high-touch areas are available.
10. Office staff are working remotely or staggering their days in the office. Remote work policy is in place.
11. Visitors to the building are limited. Exceptions are deliveries, order pick-ups, final employment interviews, and repair technicians (protocols are communicated and enforced).
12. Regular communication of expectations is noted via huddles, email, log books, communication boards, and signage.
13. Employees can approach any safety committee member, supervisor or Manager to express their safety concerns. All concerns will be addressed in a timely manner, usually within 24–48 hours.