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Good afternoon,

I am writing to follow up on an email from February 12, 2021, which outlined new requirements for signage and safety plan requirements. The deadlines to create a safety plan and post new required signage have now passed. Please ensure that your business is compliant with these new requirements.

Employers' signage, policies, and plans must be consistent with the government of Ontario's COVID-19 [framework](#) and its accompanying [regulation](#). The resources linked below were developed by the Timiskaming Health Unit and the Government of Ontario to help businesses meet these requirements. The [set fines](#) for failing to comply with any section of the re-opening Ontario act start at \$750. Lack of a safety plan and screening poster have been common ticketed infractions during safety blitzes in other areas of the province.

The checklist below includes signage, policies, and plans that are required for all employers. Please ensure that you are using the current versions.

- **Mask required signage** ([Poster](#) updated January 21, 2021. Must be posted at all entrances.)
- **Entrance Screening for COVID-19** ([Poster. Must be posted at all entrances.](#))
- **Daily worker and employee screening** ([Government of Ontario screening tool](#) updated February 19, 2021.)
- **Mask policy** ([Sample policy](#))
- **Safety plan** ([Guide](#) and [checklist](#) for completing your safety plan. Safety plans must be in writing and posted in a conspicuous location.)

Timiskaming district continues to be in the Green-Prevent zone of the province's COVID-19 response framework. Although our district is in green, it does not mean everything is a go. With our smaller population, it only takes a few cases for us to move zones. That is why even in the green zone it is still imperative that you practice all public health measures and continue to be COVID smart.

Masks are required by law in all indoor public spaces and in indoor workplaces. Allowing employees to work from home when possible is still recommended. All businesses are required to read the [framework and](#) its accompanying [regulation](#) in order to determine what actions they must take. A [COVID-19 page for businesses](#) is available on our website.

If you have any questions, please refer to the links above or contact the Timiskaming Health Unit at 1-866-747-4305.

Dr. Glenn Corneil
Acting Medical Officer of Health/Chief Executive Officer