

QUICK REFERENCE FOR ALL SECTORS

Physical Distancing in the Work Environment



Telework is recommended and encouraged when possible.

So that the workers present in the work environment are protected from COVID-19, from arrival to departure:

the physical distancing rules in the common areas are posted;

NOTE : _____

direct contacts (handshakes, hugs) must be avoided;

NOTE : _____

whenever possible, a 2-metre distance between individuals is respected:

clear instructions have been issued to this effect,

the number of people present in the same place has been reduced so that 2 meters of physical distancing is respected, whenever possible,

the workstations have been rearranged,

the work methods have been modified;

NOTE : _____

If it is impossible to maintain 2 metres of physical distancing while working, adjustments are made:

physical barriers (transparent full partitions) have been installed,

the work organization has been reviewed (prefer the smallest and most stable possible teams, reduce the number of workers and job rotations, if applicable, don't hold meetings requiring physical gatherings, avoid sharing objects, limit outings and trips to the strict minimum necessary),

personal protective equipment adapted to the risk is supplied (e.g. respiratory protection, protective glasses, visor, gloves);

NOTE : _____



the social distancing measures are applied during breaks and meals (e.g. avoid gatherings):

- the workers eat in dining rooms large enough so that there is over 2 metres of distancing between them, whenever possible,
- if no other large enough room is available, the schedules of the meal periods are changed to allow a limited number of people in the dining room at the same time,
- there is no exchange of cups, glasses, plates and utensils,
- the dishes are washed in hot water with soap;

NOTE : _____

adapted measures for transporting workers are applied:

- the workers' state of health and the risk factors associated with transmission of COVID-19 (contact with a sick person) before boarding have been verified,
- the number of workers in the transportation vehicle has been reduced and 2 metres of distancing between people is respected, whenever possible, when they use transportation,
- the frequency of use and cleaning of the vehicles used for transportation have been increased, eating in the vehicle is prohibited.

NOTE : _____