

CANB-Moncton Northeast's Plan to Re-Open in a COVID-19 Environment

1. Worksafe NB 'Screening for COVID-19' Notice will be predominantly posted upon entry to the building.
2. Notice will be posted on entrance that visitors will be required to use the provided hand sanitizer upon entry.
3. Visitors will not be allowed behind the reception counter.
4. Visitors will be asked to respect the 2 metre self-distancing rule (position will be marked for customers to be served).
5. Public Health Advice posters will be displayed throughout the building.
6. Proper hand washing instructions will be posted on all washrooms.
7. There will be one way entry and exit in and out of the building.
8. The sale of CCDC / CCA copyright seals will resume based on the availability of such from CCA.
9. Commissioner of Oaths service will resume providing all safety protocols are met.
10. Payment by Visa, Mastercard or cheque will be encouraged however, cash will be accepted if necessary.
11. Visitors travelling from out of province are asked to self-quarantine for 14 days and will not be permitted to access in office services during that time.
12. Visitors presented with signs of cough, fever, aches, loss of smell or taste are asked to seek medical advice by calling 811 and will not be permitted to access in office services.

CANB Moncton Northeast Staff:

1. Will be provided with washable/reusable face masks and rubber gloves if self-distancing is not possible.
2. Will follow safe social distancing wherever possible while working in the office.
3. Any staff presented with signs of cough, fever, aches, loss of smell or taste are asked to seek medical advice by calling 811 and will not be permitted to work in the office.
4. Any staff travelling from out of province is asked to self-quarantine for 14 days and will not be permitted to enter the office until they are officially screened from having COVID-19.
5. Unless safe social distancing is possible, all future meetings will be held virtually.