

**GETTING READY TO
RE-OPEN YOUR DOORS?**

COVID-19 BUSINESS ASSISTANCE

The government will be introducing directives and guidelines that employers and workers will be required to follow in order to protect the health and safety of their workplace, as well as resources to enable businesses to adapt.

Workplaces will be required to have a plan that promotes and adheres to strict hygiene and sanitation standards, and physical distancing to the extent possible.

The government has also added more workplace inspectors and specialists to ensure workers are protected on the job, and has doubled the capacity of the Health and Safety Call Centre.

**HELPING YOU GET
BACK TO BUSINESS**

GET YOUR BUSINESS COVID READY

Guideline posters to help protect workers, customers and the general public from COVID-19

CORONAVIRUS DISEASE (COVID-19) CLEANING AND DISINFECTING PUBLIC SPACES

This poster provides guidance on cleaning and disinfecting of public settings, including schools, universities, public libraries, museums, public transit, commercial restaurants and the like.

WHAT YOU SHOULD KNOW

- Disinfecting products kill germs on surfaces that are contaminated. To make disinfectants, hands, surfaces and objects safe for use, they must be cleaned first.
- It is not known how long the virus can survive on objects and surfaces. Therefore, it is important to clean and disinfect as often as possible.
- When cleaning and disinfecting, always wear a mask and gloves. Avoid touching your eyes, nose and mouth while cleaning and disinfecting.
- Cleaning products remove germs, dirt and other debris from surfaces. Cleaning does not necessarily kill germs. Disinfecting kills germs on surfaces that have been cleaned.
- Use items such as paper towels or a damp cloth, cloth or a wet cloth. Do not use rags, as they can spread germs.
- Contaminated disposable cleaning items (e.g. mops, cloths, sponges, etc.) should be cleaned and disinfected before use. They should be washed using regular laundry soap and hot water (at least 60°C) and then rinsed thoroughly. Items that people touch often should be cleaned and disinfected more often, as well as when they are visibly dirty.
- Shared spaces such as kitchens and bathrooms should also be cleaned more often.

CREATE A CLEANING PROCEDURE

- Use appropriate products to clean and disinfect surfaces. Check the label for instructions on how to use the product.
- Read and follow manufacturer's instructions for use of cleaning products.
- Use gloves and a mask when cleaning and disinfecting. Avoid touching your eyes, nose and mouth while cleaning and disinfecting.
- Cleaning products remove germs, dirt and other debris from surfaces. Cleaning does not necessarily kill germs. Disinfecting kills germs on surfaces that have been cleaned.
- Wash hands with soap and water or use alcohol-based hand rub after removing gloves.

WE CAN ALL DO OUR PART IN PREVENTING THE SPREAD OF COVID-19. FOR MORE INFORMATION, VISIT canada.ca/coronavirus

DISINFECT ONLY

WELCOME
PLEASE DO NOT ENTER OUR FACILITY WITHOUT ANSWERING THE FOLLOWING QUESTIONS

PROTECT YOURSELF

1 Do you have any of the following symptoms: fever/feverish, cough, sore throat, headache or runny nose?
If you answered YES, and have only one symptom, then stay home and do not return until you are fully recovered.
If you answered YES, and have 2 or more of the symptoms, then self-isolate at home, and call 811.

2 If you have entered PPE, or any of the following before, then stay home and self-isolate for 14 days if you develop symptoms, please refer to the self-assessment link: <https://covid-19.ontario.ca/self-assessment/>

A Have you had close contact within the last 14 days with a confirmed case of COVID-19?

B Have you had close contact within the last 14 days with a person being tested for COVID-19?

C Have you been diagnosed with COVID-19 or are waiting to hear the results of a lab test for COVID-19?

D Have you returned from travel outside of Ontario to within the last 14 days?

E You have been to the public health that you may have been exposed to COVID-19?

REMINDERS

1 Wash your hands frequently and properly. Follow instructions posted in the bathroom and lunchroom areas or use hand sanitizer provided in common areas

2 Cough or sneeze into your elbow or a tissue, dispose of immediately

3 Avoid touching your face

4 Maintain social distancing 2 metres apart (including the workplace). Squeezing lunch breaks may be required.

5 Do not share pens

WORKING WITH THE PUBLIC

1 For cash transactions use tap and debit machines

2 Practice non-essential face-to-face appointments or convert to virtual video. If client contact is essential maintain a feet distance between yourself and client

3 If you must meet outside of the office make appointments/s drop ins, do not shake pens. Limit greeting (no handshake), use a alcohol-based hand rub after removing gloves if you do not have pens.

EMPLOYEE HYGIENE

YOUR WORK AREA

1 Wash your hands upon arrival and before and after each break

2 Clean your desk area/chair, mouse, phone and work tools

3 De-clutter as much as possible

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MENTAL HEALTH RESOURCES IN WELLINGTON COUNTY

HERE247 (Waterloo Wellington)
Canadian Mental Health Association Waterloo Wellington
1-844-432-2447 TTY 1-877-488-5501
Hours: Daily 8:30am to 10pm
1-888-823-3760
Kids Help Phone
1-800-665-6868 Text 656868

COVID-19 ASSESSMENT CENTRES

Mount Forest
Mount Forest Community Centre located at the Mount Forest Community Centre
405 Princess Street, Mount Forest
Hours: Monday to Friday 8:30am to 4:30pm

Guelph
Guelph Community Centre located at the Victoria Road Recreation Centre
121 Victoria Road, Guelph
Hours: Monday to Friday 8:30am to 4:30pm

Orangeville
The Orangeville Community Centre at 240 Wellington Street via 4th Street, Orangeville
Open daily from 8:30am

Self-assessment
This is a self-assessment tool for the public health that will guide clear direction on what action to take if you are experiencing symptoms of COVID-19.
<https://covid-19.ontario.ca/self-assessment/>

GENERAL COVID-19 INFORMATION

Call 1-800-265-2939 or visit: <https://wdgpublichealth.ca/your-health/covid-19-information/public/status-cases-wdg>

PHYSICAL DISTANCING

Physical distancing is the most important measure to prevent the spread of COVID-19. This poster provides guidance on physical distancing in the workplace.

GREEN LIGHT (SAFE TO GO)

- You are not sick.
- You are not showing symptoms of COVID-19.
- You are not caring for someone who is sick.
- You are not caring for someone who has symptoms of COVID-19.
- You are not caring for someone who has been in close contact with someone who has COVID-19.
- You are not caring for someone who has been in close contact with someone who has symptoms of COVID-19.
- You are not caring for someone who has been in close contact with someone who has been in close contact with someone who has COVID-19.
- You are not caring for someone who has been in close contact with someone who has symptoms of COVID-19.

YELLOW LIGHT (USE CAUTION)

- You are sick.
- You are showing symptoms of COVID-19.
- You are caring for someone who is sick.
- You are caring for someone who has symptoms of COVID-19.
- You are caring for someone who has been in close contact with someone who has COVID-19.
- You are caring for someone who has been in close contact with someone who has symptoms of COVID-19.
- You are caring for someone who has been in close contact with someone who has been in close contact with someone who has COVID-19.
- You are caring for someone who has been in close contact with someone who has symptoms of COVID-19.

RED LIGHT (TAKE ACTION)

- You are very sick.
- You are showing severe symptoms of COVID-19.
- You are caring for someone who is very sick.
- You are caring for someone who has severe symptoms of COVID-19.
- You are caring for someone who has been in close contact with someone who is very sick.
- You are caring for someone who has been in close contact with someone who has severe symptoms of COVID-19.
- You are caring for someone who has been in close contact with someone who has been in close contact with someone who is very sick.
- You are caring for someone who has been in close contact with someone who has severe symptoms of COVID-19.

DO YOUR PART TO HELP REDUCE THE SPREAD OF COVID-19.

This is the best way to keep you and the people around you safe.

FOR MORE INFORMATION:

REDUCE THE SPREAD OF COVID-19. WASH YOUR HANDS.

PROTECT YOURSELF AND OTHERS FROM GETTING SICK

REDUCE THE SPREAD OF COVID-19. USE HAND SANITIZER.

PREVENTING COVID-19 IN THE WORKPLACE: EMPLOYERS, EMPLOYEES AND ESSENTIAL SERVICE WORKERS

Across Canada, we are taking extraordinary steps to prevent the spread of COVID-19. For some workplaces, this may mean closing or closing parts of the business. For others, it may mean changing the way work is done. In some cases, employees and others have been asked to work from home, while other areas are asked to continue to go to work because their roles are considered essential to the health and safety of the public. Essential workers are considered to be vital for preventing the health and basic societal functioning. This includes, but is not limited to, health care workers, food and agriculture workers, and workers in the transportation, energy, communications, and financial sectors. In some cases, it may be necessary to re-allocate resources to ensure essential services are provided to the public.

WHAT YOU SHOULD KNOW

- Disinfecting products kill germs on surfaces that are contaminated. To make disinfectants, hands, surfaces and objects safe for use, they must be cleaned first.
- Use appropriate hand or surface disinfectants to clean and disinfect items that are frequently touched with hands or by many people, such as door handles, light switches, cabinet handles, computer keyboards, telephone handsets, and other surfaces that are frequently touched.
- It is not yet known how long the virus can survive on surfaces. Therefore, it is important to clean and disinfect frequently touched surfaces, such as door handles, light switches, cabinet handles, computer keyboards, telephone handsets, and other surfaces that are frequently touched with hands or by many people.

CREATE A CLEANING PROCEDURE

- When cleaning public spaces, choose products that are appropriate for the task. Check the label for instructions on how to use the product.
- Avoid touching your eyes, nose and mouth when cleaning.
- Use gloves and a mask when cleaning and disinfecting. Avoid touching your eyes, nose and mouth while cleaning and disinfecting.
- Wash hands with soap and water or use alcohol-based hand rub after removing gloves.

WE ARE HERE TO HELP YOU GET THROUGH THE COVID-19 REGULATIONS GOING FORWARD!

1-833-784-4397 canada.ca/coronavirus

Public Health Agency of Canada

Canada

POSTERS AND POINT OF SALE MATERIAL

VEHICLE WRAPS

OUTDOOR SIGNS

FLOOR MARKERS

(TILE OR CARPET USE)



12" Wait Here Decal
Anti-Slip



12" Directional
Floor Decal, Anti-Slip

PLEASE KEEP YOUR DISTANCE - LINE UP HERE

36"x5" Keep Your Distance Decal, Anti-Slip

3-5-5-8 FLYER SALE

As a result of the pandemic we have developed a new program and pricing structure to help local businesses get back on their feet.

The **3-5-5-8 program** offers 4 proven formats to cost effectively get the word out to customers and generate sales.

Included with your order is a digital image suitable for your online marketing efforts.



3¢
per copy

Single Sided
Black & White
8.5x11
80lb Gloss

5¢
per copy

Single Sided
Full Colour
8.5x11
80lb Gloss

5¢
per copy

Double Sided
Black & White
8.5x11
80lb Gloss

8¢
per copy

Double Sided
Full Colour
8.5x11
80lb Gloss

Pricing is based on quantities of 2,500+ & print ready art.

Call us for mailing or distribution information.

Call us for a quote if you require design.

3-5-5-8 Flyer Sale is on for a limited time only.

FERGUS *Printing*
INC.

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