Policy for Returning Travelers Template



Employees should always consider alternatives to travel e.g. teleconferences, video conferences, etc. When travel is deemed necessary, whether it be work-related or for personal reasons, employees are expected to follow procedures to limit the spread of any viral diseases in the workplace.

When you are returning to British Columbia from outside of Canada, these procedures should be followed (as per the BCCDC) to ensure you can begin work safely:

- Comply with the Quarantine Act, and submit a C. self-isolation plan and any other required government documentation.
- Self-isolate at your home and monitor for symptoms for 14 days after arrival in Canada.
- Notify your supervisor of your arrival via phone/email, and keep in regular contact, as needed.

If no symptoms appear during this period of self-isolation, notify your supervisor, and plan to begin
work accordingly.

If symptoms do appear during this self-isolation period, notify your supervisor and/or human resources, and follow company protocols.

- Contact HealthLinkBC at 8-1-1 or speak with your health care provider, for further instructions.
- Work can only resume once clearance is provided by your health care provider, and your supervisor is notified.

Remember to keep track of all persons you have been in close contact with during this period. If you receive a positive test for COVID-19, the provincial health authority may ask for this information.

Source: safetyalliancebc.ca/covid-19