



## ECRC ~ SIMEC

1201-275 rue Slater Street  
Ottawa ON K1P 5H9

Dear Stakeholder,

At ECRC our priority remains the same; the protection of the health and safety of our employees our members and our service providers and the maintenance of our response readiness.

Various provincial governments have implemented enhanced measures, including restrictions on workplace activities for non essential services. Environmental response services were deemed essential, and this note is to reassure you that ECRC remains open and operational during this time.

Our senior management team regularly monitors the Pandemic situation. We have in place a [COVID-19 amendment](#) to our existing Pandemic Response Plan. The amendment is specifically designed to inform our employees and all those supporting our activities on the steps we have taken to address COVID -19 and its impact on our operations.

Here are some of the measures we have implemented:

- Require employees who feel ill or caring for those who are ill to stay at home.
- Established travel restrictions, including intra-office travel to minimize the risk of multiple ECRC sites being impacted.
- Taking extra precautions in our Response Centers
- Cancelled attendance at all gatherings or events.
- Introduced a rotating work roster where staff of a response center are divided into two teams working alternately, either at the response center or at home. This will reduce the risk of all staff at an office becoming infected with COVID-19 at the same time.
- Developed tools to support remote work for staff working at home.
- Reached out to Regulatory bodies including TC and CCG to share our current plans and relay any issues that require their attention or direction. We have also started a dialogue with CCG to start developing joint contingency plans in the event of an incident.
- We are in regular contact with our response contractors, advisors and other key suppliers to maintain awareness of their preparedness and any changes in their level of service.

We are in the process of developing a protocol for cascading personnel from one region to the other during a response including working from remote locations taking into account the travel restrictions / physical distancing protocols to be followed.

Rest assured that we are always evolving our plans to ensure we can stay on top of the situation and remain ready to respond.

The team at ECRC-SIMEC,