

MHI – Tool Box Topic – Returning back to workplaces

As you already know that on Monday, June 8, 2020, Saskatchewan entered into Phase-3 of the re-opening plan, which allows businesses to bring employees back to the workplace after implementing safety plan/protocols to meet the COVID-19 safety requirements following the Health Order.

MHI formed five return to workplace committees, three committees are led by Executive Directors (O&M) division, the fourth is led by the Executive Director of Corporate Division, and the fifth is led by the Deputy Chief of the Saskatchewan Highway Patrol.

MHI's plan is to bring employees back to the workplace in three phases. The committees mandate is to develop and implement a plan/protocols for each office to make sure we have a safe work environment for our employees returning back to the workplace.

Return to workplaces committees in the last few weeks have worked with all the stakeholders in their respective offices and developed return to workplace plans/protocols. All developed plan/protocols for each individual office are posted on the [Roadrunner](#).



MHI also developed three common SOPs as part of our return back to workplace protocol/plan (i.e. Safe use of common areas, safe use of conference room and safe use of washrooms). These SOP's can be found on the www.mhisafety.ca website under the COVID-19 page.

Return back to workplace Phase-1 of some offices will be starting on July 6th while others will be starting on July 13, 2020.

Managers will be communicating to their employees what phase of the return to workplace they will be in, keep monitoring your emails for this communication.

MHI also developed an awareness e-module ([MHI - Return to the Workplace Awareness \(COVID-19\) - Course Code: HI.EL.00124](#)). This mandatory e-Module is now available on Learn for employees to take, please note that every employee must complete this e-module before returning to the workplace.

To make sure our return back to workplace plan/protocols are working and keeping our workplace safe, MHI has also developed an audit protocol and audit checklist. Our occupational health and safety committee (OHSC) members are going to perform regular audits in their respective workplace/building as per the audit protocol documents. This audit process will help MHI to address any gap/non-conformance issues immediately. The audit protocol and audit checklist can be found at www.mhisafety.ca under the COVID-19 page.

Please make sure you review your area return back to workplace plan/protocol and complete awareness e-module prior to returning back to workplace.

If you have any questions or concerns please contact your Manager/Supervisor, the building return back to workplace committee lead/member, the local OHSC member, or the Safety Branch.