**Alberta COVID-19 Safety Plan TEMPLATE**

This is a COVID-19 Safety Plan Template for workplaces in Alberta. As the pandemic progresses, provincial inspectors are checking in on workplaces to ensure that they have controls in place.

The Government of Alberta has an optional template to help workplaces determine the steps they should consider when reopening (available below at the link, and we’ve included a sample in a separate document).

However, most workplaces have been open for some time and already have the considerations in the relaunch template implemented. This COVID-19 Safety Plan template may be better suited for workplaces that are already open and functioning during the pandemic.

***Note: This is a template only. Be sure to complete a Safety Plan for your workplace. Consult your local Public Health Unit and provincial requirements when developing your COVID-19 Safety Plan.***

**Below are some helpful links/resources:**

**COVID-19 Relaunch Consideration Template:** <https://www.alberta.ca/guidance-documents.aspx>

**General Guidance**: <https://www.alberta.ca/guidance-documents.aspx#general>

**Sector Specific:** <https://www.alberta.ca/guidance-documents.aspx#sector>

**Company Details**

Business Name:

Date this document was completed:

Developed by: Position:

Others Consulted (i.e. Safety Committee or Representative):

Last Revision Date:

1. **Hazard Assessment to Identify Existing and Potential Hazards Related to COVID-19.**
2. **Protocols/Controls to Reduce the Risk from COVID-19 Hazards**
3. **How we’re screening for COVID-19**
4. **Communication Plans and Training**
5. **What we will do if there is a potential case, or suspected exposure to, COVID-19 at our workplace:**
6. **Monitoring Workplace and Updating Plans and Procedures as Necessary**