

TO: ANB and EMP employees

FROM: Beth Simkins-Burrows, Senior Manager, Human Resources

RE: HR Bulletin #10: Updates on Daycare Leave and WHSNB

When government's response to the COVID-19 pandemic event amplified very quickly over a week ago, we immediately put in place exceptional measures to support and provide stability to EM/ANB employees at a time of extreme uncertainty and fast-changing circumstances.

As we reassess these exceptional measures on a regular basis with the evolution of the pandemic event, we want to provide the following updates.

Childcare responsibilities

Last week, the Department of Education and Early Childhood Education announced that schools will remain closed until further notice and that the closure will be reassessed during the first week of April. Daycares will also stay closed to the general population, remaining accessible for the children of essential workers only.

In light of these developments, we are extending the following measures for employees with children requiring care ***for an additional two weeks until April 10, 2020***:

- as a first step, you were asked to attempt to the best of your ability to make safe alternate childcare arrangements;
- as a second step, if you are unable to make safe alternate arrangements, we ask that you work from home if you are equipped to do so. We know that your ability to work from home will also depend greatly on the level of care your child or children require;
- as a third step, you should contact the Department of Education and Early Childhood Development to request a place for your child(ren) in one of the designated daycares;
- finally, as a last step, where employees are unable to make alternate childcare arrangements, cannot work from home, and cannot access early learning and child care services through the Department of Education and Early Childhood Development, they will be provided with leave with pay.

Workplace health and safety

Throughout the pandemic event, we have ensured that you and your managers receive information about the necessary precautionary measures and other related resources to provide a safe workplace. We understand that these unprecedented circumstances create anxiety no matter the precautions put in place. EM/ANB has a process to manage refusals-to-work during the pandemic event. We are also working closely with WorksafeNB to ensure that our processes are in alignment with their direction.

We know that the people of New Brunswick can count on you at a time when our critical services are required more than ever.

To say that circumstances are changing quickly is a vast understatement. ***We will continue to evaluate the various measures we have in place on a regular basis and update them as needed to sustain GNB's response to the pandemic.***

We will continue communicating significant developments as we monitor events. Stay informed by checking COVID-19 section on our intranet sites ([ANB/EMP](#)) regularly for up to date information.