

TO: ANB and EMP employees

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

RE: HR Bulletin #11 – Travel Outside of New Brunswick - **UPDATED**

Note: An earlier version of this memo contained incorrect information. In the section [Return from travel outside New Brunswick in Canada](#), the text should have stated “Employees who left New Brunswick on a non-work-related trip to any destination outside the province on March 25, 2020.” It has been corrected in the version below:

While we as an employer have already suspended all work-related international and out-of-province travel until further notice, we want to draw your attention to significant travel restrictions issued by the provincial government.

The federal government had previously issued a recommendation on March 13, 2020 that all travelers arriving in Canada **from any international destination** self-isolate for 14 days.

On March 24, 2020, the provincial government implemented restrictions for out-of-province travel, including the order that anyone entering New Brunswick **from any other province, territory or country must self-isolate for 14 days**.

At this time, the following travelers are exempted from the self-isolation requirement:

- healthy workers in the trade and transportation sector who are important for the movement of goods and people across borders, such as truck drivers and crew on any plane, train or marine vessel crossing the border;
- healthy people who must cross borders to go to work, including health care providers and critical infrastructure workers;
- New Brunswick residents who cross the provincial border daily to attend work;
- residents of Campobello Island who must cross the border to access essential goods or services.

Workers who need to travel to work in a neighboring province should travel directly to their place of employment and then back to their home in New Brunswick. Workers are advised to avoid, in the community, older people and those with a weakened immune system or underlying medical condition who are at a higher risk of developing severe disease.

In light of the unprecedented travel restrictions put in place by the federal and provincial governments, we want to inform you of the following measures regarding **personal or other travel to international and Canadian destinations not covered by the exemptions listed above**.

Return from international travel

- Employees who ***left Canada on a trip to any international destination before March 13, 2020*** must self-isolate for 14 days upon their return and will not be physically in the workplace during that period. They will be placed on leave with pay during the 14-day self-isolation period. If they occupy a critical position, they will work from home if equipped to do so.
- Employees who ***left Canada on a trip to any international destination on or after March 13, 2020*** will self-isolate for 14 days upon their return and will not be physically present in the workplace during that period. They will be required to use the ***vacation leave, banked overtime, pro-rated leave or leave without pay at their disposal during that period.*** If they occupy a critical position, they will work from home if equipped to do so in which case they will not be required to use any leave.

Return from travel outside New Brunswick in Canada

- Employees ***who left New Brunswick on a non-work-related trip to any destination outside the province on March 25, 2020*** must self-isolate for 14 days upon their return and will not be physically in the workplace during that period. They will be placed on leave with pay during the 14-day self-isolation period. If they occupy a critical position, they will work from home if equipped to do so.
- Employees who ***left New Brunswick on a non-work-related trip to any destination outside the province after March 25, 2020*** will self-isolate for 14 days upon their return and will not be physically present in the workplace during that period. They will be required to use the ***vacation leave, banked overtime, pro-rated leave or leave without pay at their disposal during that period.*** If they occupy a critical position, they will work from home if equipped to do so in which case they will not be required to use any leave.

We will continue communicating significant developments as we monitor events. Stay informed by checking the COVID-19 section on our intranet sites ([ANB](#)/[EMP](#)). If you have any questions please contact Human Resources.