Living with COVID-19 in our campus communities:

A guide for Memorial University
A guide: living with COVID-19 in our campus communities

September 2020

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1.0 Purpose
The purpose of this guideline is to protect the health and safety of all Memorial University faculty, staff and students who are conducting activities in the workplace during the COVID-19 pandemic.

2.0 Scope
This guideline applies to all Memorial University faculty, staff and students on all campuses.

3.0 Responsibilities

3.1 President, vice-presidents, associate vice-presidents, deans and directors
- Ensure this guideline is communicated to members of the university community, as required and ensure that compliance is maintained.

3.2 Supervisors/academic heads
- Ensure this guideline is implemented within areas of their control.

3.3 Faculty, staff and students
- Ensure this guideline is followed including the wearing of any personal protective equipment (PPE) where required; and
- Report any concerns to their direct supervisor/academic head

3.4 Workplace Health and Safety Committee (WHSC)
- Ensure any concerns from faculty, staff and students with respect to this guideline are received and acted upon.

3.5 Environmental Health and Safety
- Provide guidance to all levels of management, faculty, staff, students and contractors in respect to this guideline and ensure that it is reviewed as required.
3.6 Separate Incorporated Entities (SIE)

- Ensure this guideline is followed including the wearing of any personal protective equipment (PPE) where required.

4.0 Risk based approach to managing COVID-19

Mitigating the risks of transmission of COVID-19 is essential to managing this pandemic. The level at which Memorial will be able to operate with reduced in-person capacity while limiting transmission will depend on several factors, including location, time of year, integration with the local community, and identification of priority services and institutional functions that must be maintained on-campus.

Risk factors that need to be managed include:

- The population density on campus during the various Provincial alert levels.
- The ability to prevent infected people from entering campus.
- Proper air ventilation in campus buildings.
- Ability to implement physical distancing measures (sitting, standing, walking, shared offices, plexiglass, etc.).
- Enhanced cleaning protocols.
- Effective usage of face coverings by the campus community as mandated by the Public Health Special Order.
- The ability to minimize who individuals are in contact with; or try to ensure that individuals are in contact with a defined “cohort” to make contact tracing easier and faster. If this cannot be done, implement a system to facilitate tracking contacts (i.e. sign in list).
- Being aware of students/faculty/staff/visitors who may be at higher risk for infection and transmission of severe illness, while avoiding stigma and discrimination since some will not self-identify.
5.0 Guidelines

The risks from SARS-CoV-2, the virus that causes Coronavirus Disease 2019 (COVID-19), for faculty, staff and students depends on how extensively the virus spreads between people; the severity of the resulting illness; pre-existing medical conditions individuals may have; and the medical or other measures available to control the impact of the virus and the relative success of these measures.

Under Newfoundland and Labrador labour laws, employers must take every reasonable precaution to protect the health and safety of workers. This includes protecting workers from hazards posed by infectious diseases.

Requirements for all workplaces under the Occupational Health and Safety Act include:

- ensuring workers know about hazards by providing information, instruction and supervision on how to work safely
- ensuring supervisors/academic heads know what is required to protect workers’ health and safety on the job
- creating workplace health and safety policies and procedures
- ensuring workplace parties follow the law and the workplace health and safety policies and procedures
- ensuring workers wear the right protective equipment and are trained on how to use it
- taking all precautions reasonable in the circumstances to protect workers from being hurt or getting a work-related illness

COVID-19 is a new hazard in the workplace. Hazard mitigation should always focus on implementing measures to eliminate or reduce the risk, which, in this case, is contact with COVID-19. The most effective control is to continue to work from home where possible, this removes the potential for exposure to COVID-19 in the workplace.
For this purpose, the hierarchy of controls must be considered to minimize or eliminate the hazard, as outlined below:

5.1 Faculty, staff and students working remotely

The most effective control for COVID-19 is to eliminate the hazard in the workplace. This can be accomplished by working from home where possible.

All faculty, staff and students working at home should stay safe and stay in contact with their supervisors/academic heads. Faculty, staff and students must ensure supervisors/academic heads have their contact information and must check their email daily for updates. Faculty, staff and students can access their email online and should familiarize themselves with working alone legislation and Memorial University’s procedure. Memorial University’s working alone procedure is available here for further information.

All employees are required to report workplace incidents and injuries when working from home.
Privacy and occupational health and safety obligations continue and requirements under the university’s privacy policy and procedures remain in place while working remotely.

1. Use the tools and technologies being recommended for working remotely.
2. Use your Memorial University email account, not personal accounts, for conducting university business.
3. Use encrypted storage devices that require a password.
4. Avoid using external data storage such as flash drives, external hard drives, or CDs/DVDs to store university information as they can be lost or copied.
5. Laptops should be full-disk encrypted so data cannot be accessed if the laptop is lost or stolen.
6. Remove university information from personal computers (if using), laptops, hard drives and other storage devices when no longer in use.
7. Ensure your work-related discussions about confidential matters are not overheard by people not authorized to know the information.
8. Keep university records in paper/hard copy format out of view of people not authorized to view them; have a file or box to keep them secure.
9. Any confidential university information requiring disposal (e.g. paper, hard drive, etc.) must be done securely; retain these in a safe place until normal operations resume and you can dispose of them in accordance with university policy on data removal.
10. If using personal devices (computers, tablets, etc.) university records are subject to Access to Information and Protection of Privacy (ATIPP) requests and privacy requirements under the ATIPPA, 2015, the act governing access to information and protection of privacy in Newfoundland and Labrador.

Ensure you are aware of phishing and cyber-attacks. Attackers are active in using social engineering attacks to take advantage of the COVID-19 crisis, and its climate of dynamic change and sense of urgency. In addition to phishing emails, actors may use phone calls, text messages, social media and fake news to trick victims into providing personal information. Emails purporting to be from trusted sources may be malware in disguise. Be careful what you click and download and report any suspicious activity to the Information Technology Services Helpdesk.

One serious hazard that is presented by not working at your normal workstation is the introduction of ergonomic hazards. Individuals working from home should read and follow ergonomic tips for working at home.

Faculty, staff and students shall record equipment assets they bring home.
5.2 Faculty, staff and students working on campus, offices and conducting field activities

Limited and controlled access to Memorial buildings is in effect across all campuses to protect the health and safety of our university community during the COVID-19 pandemic. Some faculty, staff and students’ functions are required to work on campus, in offices such as Memorial leased spaces and while conducting activities in the field.

Faculty, staff and students who are exhibiting flu-like symptoms at work will be sent home by their supervisor/academic heads. All faculty, staff and students are encouraged to stay home if they are sick.

If faculty, staff or students need advice on whether they have COVID-19, they are advised to call 811 or contact their medical health care provider. Information on the prevention, transmission, symptoms, and treatment of COVID-19 can be found at the Government of Canada website Coronavirus disease (COVID-19): Frequently Asked Questions (FAQ).

5.2.1 Access to campus, offices and field activities

Unit operational plans determine who needs to return to campus, work in offices that may be leased by Memorial or participate in field activities. A process flowchart outlines the requirements that all units at Memorial shall follow. If tasks require visits to campus, consider a part-time scenario where you return to campus to complete those tasks and work remotely when on-campus access is not required. Good practice is to set up rotation of those working on and off campus. Continue to work from home where possible.

Faculty have access to their offices and should ensure that the required safety plan captures any hazards related to accessing the office because of COVID-19

Faculty, staff and students should note their interactions while on campus. Keep a diary of people you encounter on a daily basis when on campus. Keep in mind: people, space, time and place. If you are on campus, reduce socializing in public spaces, and remain in your office as much as possible. Keeping your number of close interactions at the office and elsewhere as low as possible continues to be important.

Memorial’s guiding principles continue to inform our decisions. It is also recommended for all who may return to campus, offices and conduct field activities in the future to review this health and safety moment and complete COVID-19 Awareness training on Brightspace. The training takes approximately 30 minutes to complete. Faculty, staff and students may register here.

Effective August 24, 2020, wearing a non-medical mask that covers the nose and mouth is mandatory for people 5 years of age or older, with exceptions, as per the Government of Newfoundland and Labrador. This information from the Government of Canada is a helpful resource.

Areas where masks must be worn include, but are not limited to hallways, publicly accessible lobbies, elevators, reception areas, stairways, washrooms, laboratories, the shuttle bus, in Memorial owned vehicles transporting more than one person, any work areas where 2 m distance cannot be maintained, when entering and exiting classrooms, and in lunchrooms when not seated. If an employee is not able to wear a
mask and requires an accommodation, speak to a supervisor. As well, if individuals are experiencing challenges acquiring masks, or there are exceptional circumstances they must notify their supervisor to determine options and a course of action.

Faculty, staff and students should follow the posted signage on campus. Signage at building entrances and throughout campuses outline procedures and guidelines while on campus. Please adhere to the directions provided and use applicable signage as needed. View all available Memorial branded COVID-19 signage and ordering instructions here.

5.2.2 Density

During the COVID-19 pandemic, public health guidance has recommended maintaining a physical distance of 2 meters from other people to prevent the spread.

When assessing areas for maximum occupancy, Memorial has adopted a risk mitigation matrix during periods of very low to very high risk of transmission. Risk mitigation occupancy limit is determined by controls such as but not limited to public Health guideline of 2-meter spacing; dynamic walkability (room use, room design, exits, barriers); air quality (HVAC, windows); social awareness; PPE (i.e. surgery rooms with N95, gowns and face shields) and contact duration threshold limit value (TLV). Please see the table on the following page for more information.

Some spaces with congregating areas, limited access, limited entrance and egress points, and/or specialized equipment require a lower density. Individual situations will be assessed by EHS based on time, space, and place on a case by case basis when requested and as part of the Health and Safety Plans.

Single offices for usage by one individual, may very well be smaller than this recommended size. For meetings in individual offices, individuals should maintain a distance of 2 meters and have the required square footage. If this cannot be accommodated, then individuals should find a larger meeting space. These numbers provide a safe distance for faculty, staff and students to work. Memorial may also change the requirements based on the number of COVID-19 cases in the province, and the alert level.

Group gatherings must adhere to the Provincial guidelines and are available here.

Each building at Memorial will be monitored for overall densities to ensure work is conducted safely and the buildings are not over populated.
Note: Risk mitigation occupancy limit is determined by controls such as but not limited to public Health guideline of 2-meter spacing; dynamic walkability (room use, room design, exits, barriers); air quality (HVAC, windows); social awareness; PPE (i.e. surgery rooms with N95, gowns and face shields) and contact duration threshold limit value (TLV).

<table>
<thead>
<tr>
<th>LEVEL OF RISK</th>
<th>Very Low</th>
<th>Low</th>
<th>Moderate</th>
<th>High</th>
<th>Very High</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESTIMATION OF POTENTIAL COVID-19 LEVELS OVER THE NEXT SEMESTER</td>
<td>No new cases for 28 consecutive day period in Newfoundland</td>
<td>Low number of new cases (1-6), expected per day</td>
<td>Moderate number of new cases of (7-10), expected per day</td>
<td>More than 10 new cases expected per day</td>
<td>Mass community transmission</td>
</tr>
<tr>
<td>OCCUPANCY DENSITY</td>
<td>52.7 sq. ft.</td>
<td>114 sq. ft.</td>
<td>144 sq. ft.</td>
<td>≥ 225 sq. ft.</td>
<td>N/A</td>
</tr>
</tbody>
</table>
5.2.3 Hygiene Practices

Handwashing is an effective control against the COVID-19 virus. Washing hands with soap and water for at least 20 seconds or using an alcohol-based sanitizer (at least 60% alcohol) is recommended by public health guidelines.

Practice proper nose and mouth etiquette by covering them whenever you cough or sneeze with a disposable tissue. Dispose of the tissue immediately. If you do not have disposable tissues, cough or sneeze into your elbow or sleeve to avoid sending exhaled droplets through the air.

- Prior to entering and after leaving buildings, wash hands or use a hand sanitizer.
- When in the buildings, avoid touching frequently touched surfaces such as door handles and elevator buttons – instead use your elbow or a pen if possible.
- Frequently touched surfaces such as doorknobs and stairwell railings will be sanitized often throughout the day by the custodial staff; however, once you reach your location, wash hands or use hand sanitizer after touching these surfaces.
- Avoid touching your face, eyes, nose and mouth until you are able to wash or sanitize your hands.
Cleaning protocols throughout campus have been enhanced during the COVID-19 pandemic. Washrooms that are serviced will have a sign posted on the door. Frequency of the cleaning schedule varies depending on the density of the building locations. Every second sink and urinal will be tagged out of service to ensure physical distancing.

5.2.4 Travelling on campus

Individuals should practice the following controls when travelling on campus by foot:

Paths and sidewalks

- Physically distance by staying (2m) apart from other pedestrians.
- Always stay on maintained paths and sidewalks – unmaintained paths can be hazardous as overgrowth and debris may be present from lack of use during the stay-at-home period.
- Follow signs marking the direction of the paths if this is provided.
Parking lots

- Attempt to park away from other cars that have arrived at the same time to avoid exiting cars and being in close contact.
- Maintain physical distancing (2m) while exiting and walking through parking lots to buildings.
- Use marked pathways and sidewalks to exit the parking lots.

Hallways, corridors and elevators

- Note the assigned entrances and exits to the building and abide by them.
- Maintain physical distancing (2m) while in the buildings.
- Follow the directional markings to avoid crowding and to maintain physical distancing.
- Follow the directional arrows in the stairwells to avoid encountering other people. If no arrows are present stay to your right side and maintain distances from other individuals.
- Elevators should only be used by individuals with disabilities, in circumstances that prevent them from taking the stairs or those transporting materials such that stairs are not an alternative.
- Do not congregate in hallways.
- Only one individual shall enter and ride an elevator at one time unless physical distancing can be maintained (this will be indicated on the elevator) or a support person is required. Multiple individuals who are part of a bubble may also ride together. If the elevator door opens and someone is already on, wait until it returns. Avoid pressing elevators buttons with bare hands if possible.

Washrooms

- Only use washrooms that are marked that they are serviced and maintain 2m physical distancing.
- Every second sink and urinal will be tagged out of service to ensure physical distancing.

Lunch/Break Rooms

- Determine if common eating or food preparation areas will remain closed.
  - If areas are closed, post signage and remove unnecessary furniture and appliances
Vehicles

During the COVID-19 pandemic, the health and safety hazards associated with the routine task of driving while at work have increased. Drivers may come in contact with the COVID-19 virus through people, including service providers, co-workers, other employees and/or commonly touched surfaces within the vehicle or work locations.

Restrict vehicle occupancy to one where possible. If more than one person must travel in a vehicle for non-routine operations, try to maintain 2m distance. Have the passenger sit in the back at a diagonal from the driver. If more than one person must occupy the vehicle, and engineering and/or administrative controls cannot be implemented, wear an appropriate face covering (respirator or surgical mask).

Sample for how to physical distance in vehicles

5.2.5 Personal protective equipment (PPE)
Memorial will provide the proper PPE for jobs requiring close contact with people or those who handle frequently touched surfaces. This will be determined by a risk assessment.

Effective August 24, 2020, wearing a non-medical mask that covers the nose and mouth is mandatory for people 5 years of age or older, with exceptions, as per the Government of Newfoundland and Labrador. This information from the Government of Canada is a helpful resource.

Areas where masks must be worn include, but are not limited to hallways, publicly accessible lobbies, elevators, reception areas, stairways, washrooms, laboratories, the shuttle bus, in Memorial owned vehicles transporting more than one person, any work areas where 2 m distance cannot be maintained, when entering and exiting classrooms, and in lunchrooms when not seated. If an employee is not able to wear a mask and requires an accommodation, speak to a supervisor. As well, if individuals are experiencing
challenges acquiring masks, or there are exceptional circumstances they must notify their supervisor to determine options and a course of action.

A face covering is an engineering control to prevent those with COVID-19 from infecting others. A face covering is a measure to prevent the spread of infection when our employees are in a situation where they are unable to practice physical distancing.

**Face coverings**
These include coverings for the mouth and nose, most often made of cloth, and are non-medical masks. The Medical Officer of Health has indicated that face masks are helpful to protect others from the wearer by acting as a method to cover the wearer’s cough or sneeze.

![Figure 1: Dust/Medical Mask](image1)
![Figure 2: Face Covering](image2)

**Dust or Medical Masks**
These are sometimes called dust masks, nuisance masks, medical masks, surgical masks, or procedural masks, and are what health care workers are using most often. Dust or medical masks must meet ASTM international technical standards for things such as filtration efficiency, differential pressure, and resistance to blood, and dust. As a result, these masks provide approved protection for both the wearer and others around the wearer. Dust or medical masks are more effective than face coverings.
How to wear a face covering:

Accommodations for those who cannot wear a mask

In the case an individual is unable to wear a mask, a face shield is an acceptable alternative. It is important not to pass judgement on individuals who are not wearing masks since we may not know all the information. Faculty, staff and students that do require an accommodation should notify their supervisor/academic head.
5.3 Reporting COVID-19

All faculty, staff and students must self-monitor for symptoms daily by completing the self-assessment tool. The self-assessment tool can also be completed via the MUN Safe app. If faculty, staff or students become sick or suspect they have symptoms of COVID-19, they must contact their direct supervisor/academic head immediately.

Information provided to a supervisor/academic head by an employee regarding their health is considered to be personal information under provincial privacy legislation, and this information should not be shared with co-workers or your faculty, staff and students’ co-workers. The information collected through the MUN SAFE app is anonymous and does not identify the individual.
5.3.1 COVID Alert App

COVID Alert is available in Newfoundland and Labrador for download free through the Apple or Google Play app stores.

The Provincial Government has been working in close partnership with the Government of Canada to launch COVID Alert. It has also consulted with the Information and Privacy Commissioner to ensure the highest standards of privacy are in place for those people who choose to use the app.

The use of COVID Alert is completely voluntary. The app does not use GPS or track a user’s particular geographic location. It does not share a person’s name, address or telephone contacts. The app does not collect or store any personal health information.

If a person chooses to download the app and tests positive for COVID-19, they will receive a one-time key from Public Health. When the key is entered into the app, COVID Alert notifies other app users who may have come in close contact with that person in the last 14 days. Those users will be asked to contact Public Health for advice and further guidance.

People who use the app are reminded that they should continue to follow current public health measures. Using COVID Alert does not lessen the importance of measures such as physical distancing, regular handwashing, proper respiratory etiquette or wearing a non-medical mask in public indoor spaces.

Memorial University recommends faculty, staff and students download the app to help prevent and manage the spread of COVID-19.
5.3.2 Reporting COVID-19 positive cases

In the event that faculty, staff or students test positive for COVID-19 they should report to their supervisor/academic head immediately. The supervisor/academic head shall determine if the faculty, staff and students have been present on campus within the past 72 hours. If they were present on campus within the past 72 hours, the supervisor/academic head shall notify the dean or director of the department and the dean or director will notify the applicable vice-president. The vice-president will contact public health and the university will then follow the guidance of public health.

If the individual is suspected of contacting COVID-19 at work then an incident report must be submitted to MIMS.

5.4 Sick leave

Faculty, and staff who are working remotely and develop an illness which prevents them from working should record this as sick leave. Until further notice, a doctor’s note will not be required to confirm a short-term respiratory illness.

Faculty, and staff should continue to report their absence promptly to your supervisor/academic head as per normal practice.

5.5 Right to refuse work

Faculty, staff and students have a right to refuse to perform unsafe work as long as it is based on a reasonable belief. However, should an employee advise their supervisor/academic head that they feel their working conditions are unsafe, the supervisor/academic head shall contact Environmental Health and Safety at health.safety@mun.ca prior to granting any accommodations or making adjustments to the faculty, staff and students work situation.

5.6 Mental health supports and resources

Feeling stress and uncertainty during this time is understandable. The university encourages faculty and staff feeling stress to avail themselves of resources such as the Employee Assistance Program (EAP). The EAP by Shepell.fgi. Ltd. is a comprehensive, confidential service available to Memorial faculty, staff, students and retirees and their immediate family members (provided they are also covered under the university’s health plan) at no cost, 24-hours a day, seven days a week. A number of community mental health resources can be found on the provincial government’s website https://www.gov.nl.ca/covid-19/mental-health-and-wellness/

Students can reach out to the Student Wellness and Counselling Centre. At the onset of the pandemic and upon confirmation by our Emergency Operational Center, the services provided by our physicians, nurse,
counsellors and administrative personnel have been considered critical services. The SWCC have transitioned to deliver both remotely and on site.

We have implemented the essential technological support required, both from within the university, as well as, via the provincial government with free access to the virtual code and virtual visit program offered via MCP for our health clinic staff. For appointments students can call 864-8500, email swccfrontdesk@mun.ca, or with their student account use the Health Myself portal – an online self-appointment scheduling system.

Individuals with urgent mental health concerns should avail themselves of one of the following community-based services:

- 24-hour mental health crisis line: (709) 737-4668 (local) or 1-888-737-4668 (province-wide).
- Mobile Crisis Response Team: 1-888-737-4668 St. John’s Region.
- 24-hour Walk-in Psychiatric Assessment Unit at the Waterford Hospital Site on Waterford Bridge Road: (709) 777-3021 or (709) 777-3022.
- A Doorways Clinic - locations throughout the province.

5.7 Travel outside the province

The Government of Canada has advised Canadians to avoid all non-essential international travel until further notice.

Travelers arriving to Newfoundland and Labrador from outside the Atlantic Provinces are required to self-isolate for 14 days. See Public Health Orders for more information.

See Resources for information on self-isolation and travelers returning to Newfoundland and Labrador.


For guidance on how to self-isolate, please visit this webpage about COVID-19.

5.8 Health services

In the event of a medical emergency, faculty, staff and students should call 911 immediately. Faculty, staff and students that present COVID-19 symptoms shall contact their supervisor/academic head and call 8-1-1 for further information.
5.9 Communications

Public Health will complete contact tracing, so the faculty, staff or students should not need to be identified. The following are important messages to share:

- Importance of physical distancing
- Frequent hand washing
- Avoid face touching
- Monitor for symptoms

Supervisors/academic heads should provide contact tracing information for faculty, staff and students who may have questions while not identifying faculty, staff or students.

6.0 Pandemic Response Contact Information

The following is a list of contact information for Staff and Faculty around key contacts and resources that are available to support planning for the Pandemic.

<table>
<thead>
<tr>
<th>Area</th>
<th>Risks/Considerations</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance</td>
<td>Procurement of Supplies and PPE</td>
<td>Email: <a href="mailto:opencalls@mun.ca">opencalls@mun.ca</a></td>
</tr>
<tr>
<td>Human Resources</td>
<td>Collective Agreements, Employee Assistance Programs, Sick Leave, accommodations</td>
<td>Live Chat: <a href="http://www.mun.ca/hr">www.mun.ca/hr</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Email: <a href="mailto:myhr@mun.ca">myhr@mun.ca</a></td>
</tr>
<tr>
<td>Employee Health &amp; Safety</td>
<td>Safety Plans, Workplace guidelines, COVID Hazard controls, PPE, Contractor Management</td>
<td>Phone: (709) 864-3786</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Email: <a href="mailto:health.safety@mun.ca">health.safety@mun.ca</a></td>
</tr>
<tr>
<td>Facilities Management</td>
<td>Signage, cleaning, HVAC</td>
<td>Phone: (709) 864-7600</td>
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<tr>
<td></td>
<td></td>
<td>Email: <a href="mailto:facman@mun.ca">facman@mun.ca</a></td>
</tr>
<tr>
<td>Information Technology Services</td>
<td>Password reset, accessing email, remote access trouble shooting</td>
<td>Phone: (709) 864-4595</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Email: <a href="mailto:help@mun.ca">help@mun.ca</a></td>
</tr>
<tr>
<td>Campus Enforcement and Patrol</td>
<td>Building access (for approved requests)</td>
<td>Non-Emergency: (709) 864-8561</td>
</tr>
<tr>
<td></td>
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<td>Emergencies: (709) 864-4100</td>
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<td>Email: <a href="mailto:cep@mun.ca">cep@mun.ca</a></td>
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<tr>
<td>Student Wellness and Counselling Centre</td>
<td>Appointments with a physician or counsellor</td>
<td>Phone: (709) 864-8500</td>
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<td></td>
<td></td>
<td>Email: <a href="mailto:swcc@mun.ca">swcc@mun.ca</a></td>
</tr>
<tr>
<td>Academic Accommodations</td>
<td>Scheduling tests/exams, classroom/online learning accommodations</td>
<td>Phone: (709) 864-8500</td>
</tr>
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<td></td>
<td></td>
<td>Email: <a href="mailto:blundon@mun.ca">blundon@mun.ca</a></td>
</tr>
<tr>
<td>Faculty Relations</td>
<td>Academic collective agreements, Faculty related issues/concerns</td>
<td>Phone: (709) 864-4732</td>
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<td>Email: <a href="mailto:facrel@mun.ca">facrel@mun.ca</a></td>
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# 7.0 Record of Revisions

<table>
<thead>
<tr>
<th>Version Number</th>
<th>Description of Change</th>
<th>Author</th>
<th>Date</th>
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<tbody>
<tr>
<td>2.</td>
<td>Replaced MUN SAFE image</td>
<td>Office of the Chief Risk Officer</td>
<td>September 2020</td>
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