

ROLE OF THE MUNICIPAL OFFICES DURING A PANDEMIC

In accordance with the North Bay Parry Sound District Pandemic Influenza Plan (November 2007) the role of the municipal offices are as follows:

- Declaration of an emergency may occur to free up required resources
- Reallocation of staff
- Provision of essential services
- Ensuring the health and safety of municipal workers, such as: promoting proper hand hygiene and cough etiquette and cleaning offices, workspaces and facilities during a pandemic, providing hand sanitizer for public access in municipal offices, which in turn helps to protect your staff (see attachments)
- Communication with staff and the public

It is important that all divisions of the municipalities develop business continuity plans to ensure the continued delivery of essential services.

Adapted from: Pandemic Influenza Plan North Bay Parry Sound District, Version II (November 2007); Page 8-4.