

CBN Covid 19 Management Plan Update 2 (March 15, 2020)

CBN Ottawa Facilities will be closed on Monday March 16th, 2020

The Covid 19 situation continues to evolve at a rapid pace. Information and recommendations from Public Health Authorities and government agencies require review and evaluation.

To give us time to do that as a senior management team, we have taken the decision to shut down plant operations in Ottawa only for Monday March 16th, 2020 thorough 6:00am Tuesday.

All staff will be paid if they were scheduled to work Monday March 16th, 2020 including the night shift that starts on Monday.

At the same time, we are asking all who can work at home to do so. It has never been more important for us to get our work done to reduce the impact of this crisis on each of us.

If you have a laptop and have forgotten it at work and you are not ill, you may go to pick it up and then return home immediately and work from there.

As we have indicated in previous updates, no one should attend any CBN facilities if they are showing any signs of illness.

Tomorrow Monday March 16th, 2020, the only staff in the facilities will be Security. Later tomorrow we will issue a further update on our Covid 19 Management Plan and how the work of each of you will be affected on Tuesday March 17th, 2020.

Our focus has not changed since our last update nor has the advice on how to best avoid infection. Please take that advice seriously but do not panic.

We will manage this situation logically, taking all the available facts into account so our employees' health and the health of the business are protected in the best possible way.

Thank you all for your support in this unprecedented situation.

Gord McKechnie

Senior VP Corporate Affairs and Crisis Manager.