



**PAPER
EXCELLENCE**

Memo

To: All Visitors and Contractors
From: Human Resources
Date: March 23rd, 2020
Re: Preventative Measures – COVID-19

We ask that you complete the following brief questionnaire and return to the your HSPP Person in Charge (PIC):

Name _____ Company _____

Date: _____

- 1) Have you recently travelled outside of Canada? Y / N
- 2) Have you been in contact with anyone who recently returned from outside of Canada? Y / N
- 3) Have you been experiencing fever, cough or breathing difficulties? Y / N
- 4) Have you been in contact with anyone experience fever, cough or breathing difficulties in the last 14 days? Y / N

Signature _____

If you have answered yes to any of these questions we may prevent you from entering our site even if you do not have flu-like symptoms.

Sincerely,

HSPP Management



HOWE SOUND
PULP & PAPER CORPORATION

A PAPER EXCELLENCE COMPANY