



## MEMORANDUM

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**DATE:** September 28, 2021

**TO:** Executive Board Members; 1000

**FROM:** Steve Joy – Provincial President

**RE:** AGM Delegate Update

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Please find attached the COVID-19 Self-Assessment form for the Halifax Convention Center. When delegates arrive, please physically distance in the line up, you will be asked these questions and will be given your AGM kit. The convention center requires us to follow all Provincial COVID-19 Guidelines and recommends that we communicate the following:

- Attendees should stay home if they feel unwell
- On-site attendees need to complete the self-assessment and declaration prior to your event (attached)
- The importance of frequent and proper handwashing, respiratory etiquette and physical distancing from other attendees and Centre staff.
- Non-medical masks must be worn in all public/common spaces. This includes when entering and exiting the building, visiting the washroom and when retrieving food and/or beverage
- Should an attendee feel ill while on-site, they are asked to inform a team member (Cheryl Mattie, Shane Lowe, Steve Joy)
- For our AGM on October 1<sup>st</sup>, starting at 1:00 pm, please enter the convention center at the Argyle Street entrance as we will be in the Argyle Suite (different room from last year).

Please feel free to arrive early and visit the onsite Africville Exhibit located on the same level as our meeting space.

Thank you, stay safe and enjoy the annual delegate meeting.

# COVID-19 SELF-ASSESSMENT

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Welcome to the Halifax Convention Centre.  
Before you continue, have you been experiencing any of the following?

- Fever (i.e. chills, sweats)
- Cough
- Sore throat
- Runny nose/nasal congestion
- Headache
- Shortness of breath

If you answered YES to any of the symptoms above, please return home, visit [covid-self-assessment.novascotia.ca](https://covid-self-assessment.novascotia.ca) for further direction on next steps. Please notify your event organizer by phone or email.

## COVID-19 Exposure Sites

- Have you visited a COVID-19 exposure site? Not sure, visit [nshealth.ca/coronavirus-exposures](https://nshealth.ca/coronavirus-exposures) and follow next steps.

## Additional Considerations

- Are you or anyone in your household currently required to self-isolate due to travel?
- In the last 14 days, have you had close contact (within 6 feet) with someone confirmed to have COVID-19?
- Have you tested positive for COVID-19?

If you answered YES to any of the above, please return home, visit [novascotia.ca/coronavirus/symptoms-and-testing](https://novascotia.ca/coronavirus/symptoms-and-testing) for further direction on next steps. Please notify your event organizer by phone or email.