

## Berkeley Castle Covid 19 - Tenant Update

### # 14 - June 14, 2020:

**Key fobs for Lobby @ 250:** If you work in that building, come get your key fob.

During regular business hours, you won't need your fob, but for after hours you will. We have fobs to hand out to your company. If you park in the garage, your swipe card should also unlock the lobby door, but please come and pick up the fobs for your company.

**Returning to work:** New: You need to wear a mask in the building. Reminder: WASH your hands as soon as you walk in the building.

\*\*\* we have a detailed return to work plan available – if you have certain key people regularly coming to work, please ask, and I will send you a copy. We all understand that things are “fluid”, and our plan will be updated as needed. \*\*\*

Some of our tenants are starting to welcome employees back to work, and the building will be getting busier. It is very difficult to keep 2 metres away from other people in the building, especially in the hallways. Building management is making it a requirement that all people wear masks in the common areas. From the minute you walk in the door, until you enter your own suite, and again whenever you leave the confines of your own suite. If you want a few reusable cloth masks, we have ordered extra, and will sell for \$5 each.

**Updated safety procedures:** As of Monday, we have made some other changes to update the safety and improve people traffic.

- 1) The public washrooms are now single occupancy. We have installed “**occupied** / **unoccupied**” latches on the outside of each bathroom door.
- 2) At 2 Berkeley there is now a “going up only” stairwell, which is the one by the main entrance, and a “going down only” which is beside the service elevator, and where you exit by the raised flower beds and boiler room.
- 3) We are asking that the 2 Berkeley doors are used ONLY to enter the complex, and that to EXIT, you use the east metal gates under the passageway (for M-F 7am to 7pm).

### **Contact Tracing:** Plan ahead

If you, or someone in you family tests positive – this is SUPER important

- The Ontario Medical Association [fact sheet](#) .
- A 7 day [printable](#) pocket journal. I'm sure there are some great apps available. This one is old school but super simple to use everyday.

- Here is what happened at an opened salon in the US that kept detailed contact tracing [records](#).

**Who doesn't like statistics?** There are a lot of (accurate) COVID statistics out there.

The who, what, when, where, why of covid in the 416 area code: [Toronto COVID stats](#)

The province of Ontario: [All the details](#)

Stats for each province, and the whole country: [All Canadian numbers](#)

Worldwide: From Afghanistan to Zimbabwe [Link](#)

**Property Manager Update:** This week, I participated in a “return to work” seminar for property managers. It was satisfying to know that Berkeley Castle is doing the right things. One anecdotal take away I did have, was regarding where you are likely to find the most live virus. Other than being in close contact to someone who is Covid positive, it's the floor.

So, on a lighter note, don't eat off the floor, don't lick the floor and the old “5 second rule” – No – not ever, don't even think about it.

Seriously though, the most important things you can do to prevent spread of the virus are:

- 1) Properly wear a mask (and contrary to what was originally believed – this is now coming out [on top](#) ),
- 2) Wash your hands,
- 3) Stay 2 metres away from others.