



Greater Toronto Airports Authority

Memorandum

To: All GTAA Employees
 From: D.V. L
 Date: April 1, 2003
 Subject: Health & Safety Information
 Severe Acute Respiratory Syndrome "SARS"

cc: L.A. Turpen
 Senior Staff
 PSAC; PAPFFA

Severe Acute Respiratory Syndrome, or SARS, is an infectious disease that begins with fever and respiratory symptoms and may progress to severe respiratory distress requiring hospitalization. The cause of SARS is still not confirmed; however national and international laboratory testing and collaboration are ongoing.

The evidence to date indicates that the disease is spread from one person to another only through close contact - through droplets from coughing or sneezing, or from direct face-to-face contact. There is no evidence to date that the disease spreads through casual contact, or through the air. The incubation period of SARS is estimated to range from 2-10 days. At the present time, there is no evidence of transmission in the general population in Canada. All Canadian cases are associated with travel from a SARS affected area in Asia or close contact with SARS case in a family or health care setting.

The GTAA is cooperating fully with Health Authorities to implement any steps required to prevent the further spread of SARS in the Greater Toronto Area. In order to adhere to the recommended Public Health standards, we are providing the following information from the Ontario Ministry of Health and Long Term Care who have compiled a chart outlining possible contact categories and the contact information required:

In addition, we ask that you contact your immediate Manager and V L, Vice President, Human Resources and Administration (6-xxxx), (cell 416-xxx-xxxx) and the GTAA Health and Safety Unit: M M (6-xxxx), (cell 416-xxx-xxxx) or Adam Thibodeau (6-xxxx), (cell 416-xxx-xxxx) if any of the categories below apply to you. The GTAA will safeguard the confidentiality of any disclosed personal information.

| CATEGORY | CONTACT INFORMATION | ACTION |
|---|---|----------------------------|
| Anyone who visited the Scarborough Hospital, Grace Division on or after March 16, or York Central Hospital and did not wear a protective mask | Call Telehealth Ontario 1-866-797-0000 for direction. | Home Isolation for 10 days |

| CATEGORY | CONTACT INFORMATION | ACTION |
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| Anyone who has come into close contact with a person with SARS and did not wear a protective mask | Call Telehealth Ontario 1-866-797-0000 for direction. | Home Isolation for 10 days |
| <p>Those who have travelled to China, Hong Kong, Singapore, or Vietnam <i>AND</i></p> <ul style="list-style-type: none"> • Developed a fever (over 38.0 degrees Celsius) <i>AND</i> • Developed one or more of the following respiratory symptoms: cough, shortness of breath or difficulty breathing. | Call Telehealth Ontario 1-866-797-0000 for direction <i>AND/OR</i> cover your nose and mouth with a clean mask or towel and go to your nearest hospital. | Medical attention |
| Anyone else in Ontario with concerns about SARS and how to protect themselves and their family. | People who have general queries about SARS can call Ontario's Health Infoline at 1-888-668-4636 for more information. | The risk to the general population remains very low. Washing your hands frequently is always the best way to prevent infection from any illness. |

Should you have any questions or concerns, do not hesitate to contact the GTAA Health & Safety Unit: M M (6-xxxx) or A T (6-xxxx) for assistance.

General Information regarding SARS is also available at the following telephone and website locations:

- Health Line Peel at 905-799-7700 daily, 8 a.m. to 8 p.m. 7 days a week
- Telehealth Ontario at 1-866-797-0000
- Health Canada's information line: 1-800-454-8302
- Region of Peel (<http://www.region.peel.on.ca/health>)
- City of Toronto Public Health: (http://www.city.toronto.on.ca/health/pneumonia_report.htm)
- Ontario Ministry of Health & Long Term Care (<http://www.health.gov.on.ca/english>)
- Health Canada (<http://www.hc-sc.gc.ca/english>)
- Health Canada (<http://www.sars.gc.ca>)
- Centers for Disease Control and Prevention (<http://www.cdc.gov>)
- World Health Organization (<http://www.who.int>)