

An illness or COVID-19-related situation is identified by an on campus employee or student (i.e. a request to isolate/quarantine or a presumptive positive case).

- Employees: **IMMEDIATELY** notify health and safety officer at 905.926.2401 or [maureen.calhoun@dc-uoit.ca](mailto:maureen.calhoun@dc-uoit.ca).
- Students: **IMMEDIATELY** notify risk manager at [susan.smikle@durhamcollege.ca](mailto:susan.smikle@durhamcollege.ca) or their academic school office who will then notify the risk manager.
- Please note: it is crucial that the above steps be done right away and in order to maintain privacy this information should only be shared with the individuals noted above.

