Hi Everyone,

I have received information from Public Health regarding contact tracing requirements - hoping this will help provide a bit of clarity to your members.

Businesses that are required to keep of list for contact tracing purposes include:

\* Restaurants, bars, and food or drink establishments (\*only required for patrons who are seated. Take-out does not require contact tracing lists to be maintained).

\* Sports and recreational facilities;

\* Meeting and event spaces;

\* Personal care services;

\* Casinos, bingo halls, and other gaming establishments;

\* Cinemas; and

\* Performing arts facilities.

To support contact tracing, have a system in place so you can provide information about which people had close interactions with an affected worker. This could include information such as:

\* dates and times of interactions

\* approximate length and frequency of interactions

\* full names

\* contact telephone numbers

\* addresses (for workers) or the name of the visitor's business

Information related to contact tracing must be collected for each patron and stored safely (e.g. password protected database or locked filing cabinet) for at least 30 days. After the 30 days, businesses may safely destroy this information (e.g. shredding).

Retail operations (e.g. pharmacies, convenience stores, grocery stores, clothing stores) are not required to keep contact tracing lists.

I hope this information is helpful.

Thank You,

Julia

Julia Davis.

Business Development & BIA Officer, Commercial Districts & Small Business