



# KLUANE FIRST NATION

**P.O. Box 20, Burwash Landing, Yukon Territory Y0B 1V0**  
Main Ph: (867) 841-4274 Fax: (867) 841-5900 Toll Free 1-866-558-5587

April 8, 2020

Dear Staff

Re: Expectations of Staff during COVID-19 pandemic

In these unprecedented times, we are required to take all reasonable and necessary measures to ensure the safety of our workplace, our community and our culture. The COVID-19 pandemic poses a unique threat, particularly to our vulnerable community members and to our Elders, our treasured knowledge keepers.

The attached notice sets out new conduct expectations for all KFN employees during the COVID-19 pandemic and forms part of the terms of your employment. The unusual circumstances require that you follow these conduct expectations at all times, even when you are not at work, to avoid risking exposure to or spread of COVID-19 within the community. This is for the health and safety of everyone and must be respected.

We appreciate your cooperation as we work together to defeat this dangerous disease. If you have any questions or concerns about the content of this notice, your ability to comply with expectations, your employment with KFN, or regarding the COVID-19 pandemic generally, please do not hesitate to reach out to me. We are here to help you get through this difficult time.

Sincerely,

Grace Southwick  
Executive Director  
Kluane First Nation



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## IMPORTANT NOTICE TO STAFF

**April 7, 2020**

**All KFN employees are required at all times, whether on or off duty, to strictly follow the orders and recommendations regarding COVID-19 established by public health officials from the governments of Yukon and Canada.**

The orders and recommendations of Yukon's Chief Medical Officer of Health can be found at [Yukon.ca](http://Yukon.ca). As of April 7, 2020, these recommendations and orders include:

- ✓ **Do not** leave your home if you begin to show flu like symptoms or are self-isolating for reasons recommended by the Chief Medical Officer of Health.
- ✓ **Do not** visit other households, including friends or family members in Burwash Landing and/or Destruction Bay.
- ✓ **Do not** travel between Yukon communities unless absolutely necessary. This includes travel to and from Whitehorse.
- ✓ **Do Not** attend any gathering of 10 or more people so long as such gatherings are banned by the Yukon *Civil Emergency Measures Health Protection Order*.
- ✓ **Do** diligently practice social distancing with any person not a part of your household by ensuring at least 2 meters/6 feet of space between you and others.
- ✓ **Do** practice heightened hygiene by regularly washing your hands with warm soapy water and refraining from touching your face.

The COVID-19 pandemic poses a huge risk to the Kluane First Nation government, its Citizens, community members and employees. We expect staff to take every precaution necessary to minimize the impact of this disease in our workspaces and in our community.

**KFN therefore requires that all staff always comply with all orders and recommendations of public health officers, whether at work or on their personal time. It is the law and we expect you to follow it.** Failure to comply with these requirements puts you and all KFN Citizens, staff and the public at risk.

You, as KFN employees, are the face of our government. During this difficult time, you have both a responsibility and an opportunity to be community role models. KFN employees who do not comply with the public health orders and recommendations set a dangerous example for our community members. This, in turn, reflects poorly on KFN.

**Any employee who fails or refuses to comply with these requirements without express authority or reasonable justification will be subject to discipline up to, and including, dismissal pursuant to KFN progressive discipline policies.**