



## **COVID-19 RISK MANAGEMENT TOOL-KIT**

### **IMPORTANT FACTS TO REALIZE IN COVID TIMES**

- The COVID-19 situation is something that none of us have experienced before even if "similar" situations have happened in the past. This was before the society became so litigious and people wanting to sue everyone for everything.
- The Insurance industry (and the world) has not seen anything quite like this, it is currently unclear if there is any coverage for liability suits arising out of COVID-19 transmission cases.

Therefore, we have created this risk management tool kit of sort to help you serve your community safely.

### **RECOMMENDATIONS**

1. Keep yourself informed on the latest information available through government and disease control websites as these guidelines are forever changing. It is imperative that we do our best to adhere to these guidelines & recommendations when planning activities for the unforeseeable future.

Below are links of helpful websites:

- [www.canada.ca/en/public-health.html](http://www.canada.ca/en/public-health.html)
  - [www.canada.ca/en.html](http://www.canada.ca/en.html)
  - <http://www.ncceh.ca/content/public-health-agencies>
  - <https://www.cdc.gov/>
2. Have a well thought out, written health and safety checklist that every volunteer is aware of and signs off on. Including, but not limited to the following:
    - Setting minimum distances between people (though at this time it is recommended that no groups come together)
    - Cleaning Protocols
      - Hand washing
      - Masks worn
      - Wear gloves
      - Sanitizing surfaces regularly

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### **RECOMMENDATIONS continued...**

3. Find new ways to fundraise and plan activities people can do on their own from their homes, computers or phones.
  - When cancelling an event and offering a refund on the registration fee, simply ask the question:
    - *“Unfortunately we have to cancel our event, but our community is going need our compassion as a Rotary District/Club now more than ever, please let us know if you would like a full refund, or if you are willing and able to donate any portion of the registration fees to our community fund. Options can range from a \$10 donation to the full amount of the registration.”*
  - Run an Online Philanthropy campaign and ask for a sizeable amount \$100 (then put in brackets for people to donate whatever they can afford.)
  - Run an old fashion Telethon. Advertise the dates and times, put together a committee to call 20 people each. Ask people to donate what they can.

There is an incredible amount of not for profit organizations that are going to be in very hard times starting now, and to team up with one of them in your community would get your donors tax receipts.

Lastly, be sure to pick up the phone and call some of our fellow Rotarians that are isolated due to mobility, age or compromised immune systems. They are hunkering down more than many, and a call would likely make all the difference in the world to these friends on quiet and potentially lonely nights.

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