

**To: ECS Clients**

**From: Training Department**

**Date: September 10, 2020**

**RE: ECS Response to COVID-19 and In-Class Training**

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Here at ECS, we continue to monitor the developments surrounding COVID-19. We are happy to announce that with the recent updates to gathering restrictions, we have decided to resume our in-class Drug Awareness Training. Our main concern is the safety of all attendees and our instructors. In addition to the safety measures we have adopted in our branch offices, we have also added the following precautions for our in-class training:

- We have gone paper-less, which means sign in sheets, training evaluation forms or handouts will not be used
  - We will rely on help from the company/client to provide a list of attendees prior to the training. We will reach out after the session to confirm if all were present.
  - Our Training Evaluation form will now be available on our website via a QR code. The evaluations are optional but very much appreciated as we are always grateful for any and all feedback.
  - The handouts will now be emailed to the attendees individually (if possible). If an email address is not provided, the handout will be sent to the company/client contact to distribute.
- To avoid any contamination, attendees will no longer be permitted to touch the paraphernalia display, however, we will have enlarged pictures available in the slideshow presentation including a description of what the paraphernalia is used for, how it's used, etc.
- Previously, in some cases, attendees were broken up into small groups of 4-5 people to discuss the scenarios and come up with a course of action using our RAID process. This is a very informative part of the course as attendees get to see first hand how to deal with tough situations. We will continue our scenario-based learning; however, going forward, the instructor will discuss each scenario with the entire group but will still recommend full participation from the attendees.
- Most importantly, we will be practicing physical distancing. This means all attendees must be at least 2m apart. We ask that the training room is set up as per AHS guidelines prior to our Instructor's arrival.

Please ensure that anyone who is feeling unwell or showing symptoms of COVID-19 is asked to stay home.

If you have any questions or wish to book your next in-class training session, please call 1-877-784-3784 or email [training@ecssafety.com](mailto:training@ecssafety.com).

For up-to-date information on ECS' response to COVID-19, please visit: <https://ecssafety.com/covid-19/>

Thank you,



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Deeanna Clarke  
Client Relations/Training Coordinator  
ECS Safety Services Ltd.