

## **Sample – Model COVID-19 Mandatory Vaccination Policy**

\_\_\_\_\_ Co-op is committed to the health and safety of our employees. Vaccination is an important part of protecting people against Covid-19. This policy is designed to maximize vaccination rates among employees. \_\_\_\_\_ Co-op employees are required to be vaccinated against Covid-19.

### **Background and current situation**

Full vaccination has been shown to be effective in reducing the transmission of Covid-19. It also protects people from severe illness and death. This includes variants such as Delta. The Delta variant is the dominant variant in Ontario today. Delta has been shown to be very transmissible, particularly among unvaccinated people. It is important for \_\_\_\_\_ Co-op employees to be vaccinated in order to protect themselves from serious illness as well as to provide indirect protection to others, including colleagues.

### **Application**

This policy applies to all \_\_\_\_\_ Co-op employees. New staff are required to be fully vaccinated against Covid-19 as a condition of employment.

### **Support for vaccines**

\_\_\_\_\_ Co-op will support employees in getting their vaccines. Staff can get their vaccines during work time, without using sick time.

### **Compliance with health and safety precautions**

All \_\_\_\_\_ Co-op employees are expected to continue to comply with all health and safety measures to reduce the risk of Covid-19. This includes wearing a mask or face covering, using PPE, maintaining physical distancing and self-monitoring of potential Covid-19 symptoms when at work.

Employees who are unvaccinated due to a Human Rights Code accommodation may be required to take extra infection and prevention control measures, including providing proof of a negative Covid-19 test, as well as self-isolating if exposed to Covid-19.

### **Responsibilities**

The Board of Directors is responsible for the administration of this policy.

The Board is expected to

- lead by example, and
- ensure employees complete any required education or training about Covid19, including about vaccinations and safety protocols.

Employees are expected to

- follow all health and safety policies and protocols, and
- complete any required education or training about Covid-19, including about vaccinations and safety protocols.

### **Vaccination requirement**

All \_\_\_\_\_ Co-op employees are required to be fully vaccinated with a Covid-19 vaccine series by October 30, 2021. Employees must receive one dose of a Covid-19 vaccine by September 30, 2021. [**Note: allow one month between the first dose and the second dose.**]

### **Proof of vaccine**

Employees must provide visual proof of vaccination. Proof means verification of having received a vaccination series approved by Health Canada or the World Health Organization. Visual proof could include the receipt provided by the Ontario Ministry of Health, or another government agency. Proof must be shown to the Staff Liaison Officer. They will not keep a copy of the proof.

Employees must disclose their vaccination status to \_\_\_\_\_ Co-op by September 30, 2021. New employees must disclose their vaccination status before their first day of work. Any employee who has not received two doses of a Covid-19 vaccine by September 30, 2021, or who has not disclosed their vaccination status, will attend mandatory education on the benefits of vaccination.

Employees must update their vaccination status by showing visual proof of vaccination as they get each dose of Covid-19 vaccine.

\_\_\_\_\_ Co-op will keep vaccination disclosure information in a way that respects privacy legislation. The information will only be used in a way that is needed for this policy.

### **Accommodation under the Human Rights Code**

Employees who cannot obtain a Covid-19 vaccine because of a protected ground under the Ontario Human Rights Code can ask for accommodation.

### **Non-compliance with policy**

Employees who do not comply with this policy may be subject to discipline, up to and including termination of employment. Applicants for employment who do not comply with this policy will not be hired.

**Issued \_\_\_\_\_, 2021 by the Board of Directors**