

Partners in Mission Food Bank Novel Coronavirus Vaccination Policy (Onsite Employees and Volunteers)

Effective September 27, 2021

Policy Statement

Partners in Mission Food Bank has a duty to ensure a safe workplace for staff, volunteers, and students, and a safe environment for clients using our services. With this duty comes a responsibility to take every precaution reasonable in the circumstances to keep our workers safe. We know that the COVID-19 vaccine is an effective way to reduce morbidity and mortality associated with COVID-19, as well as contain the spread of this highly transmissible virus to others. This policy recognizes the importance of immunization for all employees, and volunteers to reduce the risk of serious infection and transmission of infection to all those coming onto food bank premises.

From time to time, this policy may be updated, as necessary, based on new public health guidance, new legal requirements, or other changing circumstances related to the Pandemic. Partners in Mission Food Bank will be guided by public health information, legislative requirements, and its existing legal obligations under, among other things, the Occupation Health and Safety Act and the Human Rights Code.

Proof of Vaccination:

All employees and volunteers who work on-site at Partners in Mission Food Bank, are required to provide proof of being fully vaccinated no later November 15, 2021, in the form of a Ministry of Health email vaccine proof OR a copy of a vaccine receipt from the Ministry of Health. Individuals with an Ontario photo health card can log into the provincial portal to download or print an electronic COVID-19 vaccine receipt (PDF) for each dose received at <https://covid19.ontariohealth.ca> .

Fully Vaccinated:

For the purposes of this policy, an individual will be deemed to have been fully vaccinated if they have received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by Health Canada (e.g., two doses of a two-dose vaccine, two doses of an approved mixed vaccine series, or one dose of a single dose vaccine series); and 14 days have elapsed from the final dose.

Accommodation:

Employees and Volunteers who are unable to get the vaccine due to a reason protected by the *Human Rights Code* may request an accommodation. In such cases, employees and volunteers will be required to provide:

- For a medical exemption: a statement of medical exemption provided by a physician or registered nurse in the extended class (RN-EC) and verified by Partners in Mission Food Bank Executive Director;
- For any other Human Rights Code exemption: sufficient proof of the Human Rights Code ground and the connection between the ground and the inability to be vaccinated, as approved by the Partners in Mission Food Bank Executive Director.

Those who have an approved Medical or Human Rights Code exemption:

Will be required to undertake antigen testing and submit Health Canada* approved negative COVID test results to the Executive Director three times weekly before commencing work, each Monday, Wednesday and Friday. List of approved tests: <https://www.canada.ca/en/health-canada/services/drugs-health-products/covid19-industry/medical-devices/authorized/list.html>
Employees will be required to take the test on their own time (unpaid).

New Hires

All employees and volunteers hired after the date this Policy comes into effect will be required, as a condition of employment, to provide proof of the following:

- full vaccination OR
- request and receipt of an accommodation under the *Human Rights Code*.

Failure to do so will result in the offer of employment being voided.

Failure to Provide Proof of Being Fully Vaccinated

Staff and volunteers who fail to provide proof of that they are fully vaccinated by November 15, 2021 (and who do not have a Human Rights Code exemption), will be subject to the following course of action:

- Staff who, as part of their duties, are required to work on-site, will be placed on an unpaid Leave of Absence (until the staff member can provide proof of being fully vaccinated).
- Volunteers who work on-site will have their volunteer placement suspended.

This policy will continue to apply until it is amended or revoked.