

**ITEC MANDATORY COVID-19 VACCINE POLICY
FOR ALL IUOE MEMBERS AND OTHER VISITORS
Effective October 1, 2021**

COVID-19 vaccines are now widely available and free. Unvaccinated individuals present a risk to themselves, their families and others. Due to a number of factors including increasing COVID-19 positivity rates; the surge in hospitalizations and deaths in unvaccinated individuals; the importance of travel to ITEC's continued operations; and the approach of the colder seasons, **ITEC is implementing a policy requiring all individuals entering ITEC property to be fully vaccinated against COVID-19 infection.** The purpose of this policy is to minimize sickness among IUOE members, instructors, training center students, service providers, ITEC employees, and all their families, and also to maintain a training environment which is as safe and as free of infection and the transmission of disease as possible.

This Policy applies to all individuals who wish to gain access and/or entrance to ITEC property. **Effective October 1, 2021**, prior to being granted access and/or entrance to ITEC property, all IUOE members, ITEC instructors, and/or all other ITEC visitors will be required to:

- Apply for and submit all requested documentation for an exemption from this Policy based on a medical condition or sincerely held religious belief at the time of registering for a class, one week before the time air travel is booked, or three weeks in advance of his or her arrival date at ITEC, whichever is earlier. Use the attached forms to start the request process.
- Provide a copy of his or her COVID-19 Vaccination Record Card (or other suitable proof of vaccination) at the time air travel is booked, or two weeks in advance of his or her arrival date at ITEC, whichever is earlier.
- Service providers and contactors entering ITEC property must provide a copy of a COVID-19 Vaccination Record Card (or other suitable proof of vaccination) upon arrival to ITEC General Manager Tim Manriquez or his designee. Delivery drivers do not need to show documentation of vaccination, but may not remain on ITEC property any longer than necessary to complete delivery.

Individuals will be considered fully vaccinated **two weeks** after receiving the second dose of a two-dose vaccine series (Pfizer or Moderna) or two weeks after a single-dose vaccine (J&J). Any individual who does not comply with the provisions of this Policy will be asked to leave ITEC property. Additional safety and testing protocols may be implemented by ITEC for individuals with approved exemptions.

The only current exception to this Policy (other than those with approved exemptions) is for authorized members of official government, emergency, and/or first responder departments who need to enter the ITEC premises in their official capacities, including but not limited to: police, sheriff, and fire departments, Office of Emergency Management, Department of Health, etc.

All other current applicable safety rules, protocols and procedures remain in place and must be followed, including ITEC's COVID-19 Procedures & Protocols (updated March 3, 2021). The COVID-19 pandemic remains an extremely fluid situation and circumstances are changing on a regular basis. Accordingly, this mandatory vaccine Policy, like all of the COVID-19 related safety rules, is subject to change at any time the ITEC Chairman determines it is in the best interest of the ITEC to do so.

Prior to approving a member to attend an ITEC Training Class, the home Local Union must first request and obtain a copy of the member's CDC Vaccination Record Card or completed request for exemption materials. Proofs of vaccination must then be submitted to the following individuals at the ITEC:

For all NTF training classes, Ms. Angela Hensley at: ahensley@iuoe.org

For all Pipeline training classes, Ms. Melissa Davis at: mdavis@iuoe.org

Requests for exemption(s) should be submitted to the IUOE Associate General Counsel Richard Hopp at: rhopp@iuoe.org.

If you need any information or assistance about how to obtain a COVID-19 vaccine, contact IUOE Human Resources Director Oksana Tsykala at: otsykala@iuoe.org