

Peace River Area Monitoring Program

COVID-19 VACCINATION POLICY

1. PURPOSE

- 1.1 The Peace River Area Monitoring Program (PRAMP) fosters and maintains a healthy and safe environment in the best interests of Contractors, clients, and other stakeholders. As a part of PRAMP's efforts to do so and having regard to the unprecedented risks posed by the COVID-19 pandemic to the health and safety of individuals, organizations and broader society, PRAMP is mandating that all Contractors receive a Vaccine as a condition of continued service delivery, unless Exempt.
- 1.2 This Policy applies to all Contractors of PRAMP.

2. DEFINITIONS

- 2.1 The following terms in this Policy have the following meanings:

“COVID-19” means the disease caused by the SARS-CoV2 virus, including any new strains of such virus, and for the purposes of this policy a reference to the “COVID-19 pandemic” includes a reference to COVID-19.

“Contractor” means anyone in a contractual relationship with PRAMP for the provision of services to PRAMP.

“Exempt” means a person who has a documented medical exemption from being fully vaccinated.

“Vaccine” means the full course of a vaccine for the SARS-CoV2 virus which has been approved for use by Health Canada on an interim or permanent basis.

3. POLICY

- 3.1 Unless Exempt, all PRAMP Contractors must be fully vaccinated with an approved Vaccine as a term and condition of continued service delivery, whether such work is onsite or remote.
 - 3.1.1 Contractors who are partially vaccinated:
 - a) Will be subject to the restrictions set out in clause 3.2 if they have not received their second dose by 10 weeks after their first dose; and
 - b) May be subject to temporary measures for the period of time for which they remain partially vaccinated, in the sole discretion of PRAMP.

- 3.1.2 Contractors who refuse to disclose their vaccination status to PRAMP will be considered unvaccinated, and will be subject to the same restrictions and conditions as unvaccinated Contractors.
- 3.2 Contractors hired by PRAMP may, at any time, be required to provide proof to PRAMP of having received a Vaccine, or of their Exempt status.
- 3.2 Contractors who fail or refuse to comply with this Policy will be subject to the following, in the discretion of PRAMP, having regard to the circumstances:
 - a) Termination of such Contractor's contract, in accordance with the terms of that contract;
 - b) Being placed on an unpaid leave of absence until such time as the Contractor complies with this Policy;
 - c) Such other restrictions as determined by PRAMP in accordance with this policy, which may include proof of a privately-paid negative rapid test result taken within the 72 hour period before the provision of the service.
- 3.2 The Executive Director is responsible for:
 - (a) providing Vaccine educational materials to Contractors;
 - (b) establishing or modifying deadlines for Contractors to receive a Vaccine or to submit a request to be Exempt, having regard to the availability of the Vaccine from health authorities;
 - (c) maintaining records confirming Vaccines by Contractors, and records relating to whether a Contractor is Exempt, in accordance with applicable privacy legislation; and
 - (d) processing Contractor requests to be Exempt and ensuring that such requests to be Exempt are handled pursuant to applicable human rights legislation, where applicable.
- 3.3 Contractors are responsible for:
 - (a) taking all necessary steps to protect the health and safety of themselves and others in the workplace;
 - (b) complying with all legal measures and PRAMP policies to address the COVID-19 pandemic;
 - (c) fully cooperating with PRAMP where making a request to be Exempt; and
 - (d) providing proof in a form satisfactory to PRAMP of having received a Vaccine, or submitting a request to be considered Exempt in accordance with this policy.

- 3.4 A Contractor may request that he or she be Exempt from the requirement to receive a Vaccine by submitting to PRAMP a request for exemption based on one of the following:
- (a) a medical condition which, in the opinion of a physician, renders the Contractor unable to safely receive a Vaccine, provided that such request is submitted with a note or letter from such physician confirming the need for an exemption;
 - (b) a reason other than set out in sections 3.4(a), along with such information as PRAMP may reasonably require to consider the request to be Exempt, and its impact on the health and safety of the workplace.
- 3.5 Upon receipt of a request from a Contractor that he or she be Exempt, PRAMP shall consider the request in accordance with human rights legislation (where applicable) and shall communicate to such Contractor whether the request is granted or refused as soon as practicable.
- 3.5.1 A contractor who has applied to be considered Exempt shall not resume work in any capacity until such time as PRAMP has made a determination on their exemption application, and shall only resume working in accordance with any directions given by PRAMP at the time of granting the exemption.
- 3.6 PRAMP may consider reasonable alternatives which would address the risk of the COVID-19 pandemic where an exemption is granted, including:
- a) making alterations to the terms and conditions of the Contractor's position to achieve a reasonable accommodation;
 - b) requiring the Contractor to work from home;
 - c) requiring the Contractor to take on modified job duties to reduce risks to health and safety in the workplace;
 - d) requiring the Contractor to utilize personal protective equipment; and / or
 - e) requiring the Contractor to provide proof of a privately-paid negative rapid test result taken within the 72 hour period before the provision of the service.
- 3.7 The decision by PRAMP regarding a request to be Exempt is final, subject to the discretion of PRAMP to reconsider the request.
- 3.8 Having regard to the sensitivity of personal medical information, PRAMP shall take reasonable steps to ensure that the information provided by Contractors pursuant to this Policy is treated as confidential, is only made available to those persons who have a demonstrated need to know the information, and is maintained only for such time as it is necessary having regard to the COVID-19 pandemic and applicable legislation.
- 3.9 This Policy may be amended or replaced by PRAMP in its discretion having regard to changing circumstances.