



## Covid-19 Mandatory Vaccination Policy

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# AETS Employee Mandatory COVID-19 Vaccination Policy

## 1. PURPOSE

Anishinabek Employment & Training Services (AETS) is committed to providing a safe working environment for our employees, clients, partners, communities, and members of the public with whom we interact regularly. Vaccination is important to reduce the rate of infection and risk of Covid-19. Full vaccination reduces Covid-19 transmission, protects vaccinated individuals from severe consequences of Covid-19 and its variants. It is important to be fully vaccinated to be protected against serious illness from Covid-19 and provide indirect protection to others. The purpose of the Vaccination Policy (the "Policy") is to provide guidelines pertaining to the expectations and requirements of staff, with respect to COVID-19 and vaccination. In our day-to-day operations, we have a responsibility to protect all workers and the community in which we operate, and it is for this reason that it is critical that AETS and its staff take all precautions to protect against COVID-19.

## 2. SCOPE

This Policy applies to all AETS employees, contractors, and any other individuals employed or contracted to provide service in any capacity to AETS.

## 3. POLICY

### A. Vaccination Requirement

It is the policy position of AETS to ensure that all staff are vaccinated against COVID-19, as recommended by the Ministry of Health and Provincial Health Officer.

All current and new employees of AETS shall provide proof of full double Covid-19 vaccination as approved by Health Canada or the World Health Organization. This includes proof of a Covid-19 booster shot should that be later recommended by the public health authorities.

AETS requires all employees to have COVID-19 vaccination unless exempted according to the Ontario Human Rights Code. Offers of employment will be made to successful candidate's conditional upon proof of COVID-19 vaccinations or exemption under the Ontario Human Rights Code.

If an employee or applicant are not able to obtain a Covid-19 vaccine due to a reason as set out in the Ontario Human Rights Code, they shall provide satisfactory evidence they cannot be vaccinated to Human Resources for review and consideration. AETS will work with the individual to develop and implement an appropriate accommodation.

## **B. Unvaccinated Employee Accommodation**

Any employee who is on an approved accommodation, based on an exemption for reasons set out in the Ontario Human Rights Code, will be required to take a self-administered rapid test at their expense, producing a negative test result in the presence of either the Operations Manager or the Executive Director every 48 hours. This testing must be administered immediately prior to the start of their shift performed three times a week (Monday, Wednesday, and Friday). The test must have been performed each morning before work, or at least within 48 hours of attending work.

This is particularly important during times of high community transmission and/or if the individual is deemed to be at high-risk exposure due to travel or lifestyle. Unvaccinated employees may not be allowed direct interactions with clients and/or training partners.

## **C. Non-Compliance**

Staff failing to comply with this policy may be subject to disciplinary action.

## **4. CONFIDENTIALITY**

Information relating to an individual's status as it relates to Covid-19 vaccination will remain in their confidential Human Resources file for the purposes of ensuring the safety of AETS employees, clients, partners, communities, and members of the public in the event of a COVID-19 outbreak.

## **5. OTHER PROTOCOLS**

Getting a vaccine does not exempt employees from other workplace controls or policies regarding Covid-19. All other Covid-19 protocols remain in effect as necessary.

This policy is subject to change as Covid-19 circumstances change in accordance with Health Canada, local Health Unit and or legislative guidelines.

In the event an employee (or someone in the employee's household) has been tested positive as having Covid-19, the approved AETS working from Home Policy (Covid-19 Response) will be activated for up to 5 days as the employee isolates with the possibility of a renewal under special circumstances with approval from the Operations Manager. If the employee is too sick to work then sick credits, vacation or unpaid time shall be applied. Isolation periods may vary and change as directed by Health Canada, local Health Unit and or legislative guidelines. When an employees' isolation period is over, they will take a Rapid Antigen Test prior to entering the workplace. This will need to be arranged with the Operations Manager or Executive Director.

## **6. CONTACT FOR INTERPRETATION**

Please contact the Executive Director and/or Human Resources with any questions.