

NOTIFICATION AND ACKNOWLEDGEMENT OF VACCINATION STATUS FOR CITY CONTRACTORS

To: All bidders, contractors, subcontractors, service providers, independent contractors, consultants, suppliers, and any other entity providing goods or services (collectively “Contractors”)

The Corporation of the City of Brampton (the “City”) announced a COVID-19 Vaccination Administrative Directive, effective October 4, 2021 (the “Directive”).

The City is strongly recommending and encouraging all employees and Contractors be fully vaccinated effective October 15, 2021. The purpose of the Directive is to reduce the risk of COVID-19 in the workplace and to provide a safe environment for employees and the public to access and use City facilities. The City, as an employer, has an obligation under the *Occupational Health and Safety Act, 1990* to take every precaution reasonable in the circumstances for the protection of its workers, and align with the Province’s guidelines for vaccination.

Fully Vaccinated means the two-week anniversary after receiving a vaccination series approved by Health Canada or the World Health Organization.

The Vaccination requirement is in addition to the current health and safety practices (including personal protective equipment, physical distancing, frequent hand washing and hand sanitizing, frequent cleaning of high-touch areas, COVID-19 screening, etc.), which will be maintained and revised in accordance with public health guidance.

Attending means to perform work or service, attending meetings, perform a site visit or have physical interaction with City employees inside City Facilities. It does not mean being on outdoor areas owned by the City.

Action Required by November 15, 2021

All Contractors are expected to comply with the COVID-19 Vaccination Program Document for Contractors (“Program Document”). The City requires the following for all Contractors Attending City facilities and/or buildings (“City Facilities”):

- Sign and return the Acknowledgement from this Notice, attesting to be in strict compliance with the Program Document;
- Undertake a process for reviewing, monitoring, and ensuring Contractor Personnel’s compliance with the Program Document;

- Confirm that Contractor Personnel Attending City Facilities are Fully Vaccinated against COVID-19, and retain records of Proof of Vaccination;
- In circumstances where Contractor Personnel are prevented from being Fully Vaccinated due to a medical reason, they must provide proof of a valid medical reason. This must be provided by a physician or registered nurse that sets out a documented medical reason for the Personnel not being Fully Vaccinated against COVID-19 and the effective time period for the medical reason to the Contractor;
- In circumstances where the Contractor Personnel are unable to be Fully Vaccinated for a protected ground under the Ontario Human Rights Code, they must have a written attestation of such approved reason; and
- In circumstances where the Contractor Personnel (i) voluntarily choose not to disclose their vaccination status or choose not to be Fully Vaccinated and/or (ii) for Contractor Personnel with valid medical or Human Rights exemptions, the Contractor must ensure the Contractor Personnel completes regular Rapid Antigen Testing and receives a negative test result prior to Attending City Facilities with such test result provided to the Contractor and the participation of such persons in Rapid Antigen Testing and retain such records to evidence that if requested.

Contractor Roles and Responsibilities

Where the Directive applies, by November 15, 2021, all City Contractors are required to assign Contractor Personnel who are Fully Vaccinated with a COVID-19 vaccine series to perform contract services, or provide proof upon request of a valid medical or human rights exemption. After November 15, 2021, individuals who are not Fully Vaccinated or have not received a negative Antigen test result are prohibited from Attending City Facilities.

Contractors are fully responsible to monitor and ensure that you and your personnel, subcontractors, guests, invitees, representatives, and any other individual for whom you are responsible at law (collectively “Contractor Personnel”) are complying with the Program Document prior to Attending City Facilities. Contractors will maintain records of vaccination status for all Contractor Personnel providing services to the City.

Contractors remain solely liable and shall fully indemnify the City in respect of any claim, damage, or loss that arises as a result of Contractor or Contractor Personnel’s failure to comply with the Program Document. This notice is binding on the Contractor and forms part of any agreement, contract, order form, or purchase order entered into by the Contractor with the City. Failure to ensure compliance with the Program Document shall constitute a breach of contract and the City retains the right to terminate any contract for cause.

City contracts with Contractors have a requirement that services will be performed in compliance with all relevant laws, policies and regulations. It is the responsibility of all

Contractors providing such services to ensure that all staff and personnel are compliant. The City may request proof from Contractor Personnel randomly to ensure compliance at various City Facilities.

Note that for Construction projects where the City has not taken full possession or control of the premises that these facilities are outside the scope of this Notification and Acknowledgement.

The Directive and Program Document is indefinite in nature to address the risks and impacts of COVID-19, and will be in place until further notice. If it is determined that additional precautions are necessary, the City may decide to deploy new measures to protect employees and the public from COVID-19, and may amend the Directive and Program Document accordingly and/or communicate the required precautions to impacted employees and Contractors.

For queries on this Program Document, please contact

Thank you,

CONTRACTOR ACKNOWLEDGEMENT

_____ (the “Contractor”) acknowledges and agrees that:

1. The Contractor shall ensure that all Contractor Personnel Attending City Facilities comply with the City of Brampton’s Program Document.
2. The Contractor shall prevent Contractor Personnel who are not in compliance with the Program Document from attending City Facilities.
3. The Contractor shall maintain all records required to demonstrate compliance by its Contractor Personnel with the Program Document who attend or plan to attend City Facilities.
4. Contractor Personnel who enter City Facilities shall present to the City upon request Proof of Vaccination or evidence of a negative Antigen test completed in the last seven (7) days in accordance with the Program Document.
5. The Contractor shall bear sole liability and fully indemnify the City in respect of any claim, damage, or loss that arises as a result of a failure to comply with the Program Document by the Contractor or Contractor Personnel.

Company Name: _____

Signature: _____

Name: _____

I have authority to bind the above-named entity

Date: _____

Please return an executed copy to your City Contract Manager or Contact.