

## Covid-19 Mandatory Vaccine Policy

The 2021 Canada Games Host Society Inc. is committed to the health and safety of its staff, volunteers, and all other stakeholders who work at, or visit, its premises. The health and safety of these stakeholders depends on consistent behaviour that espouses this commitment to safety throughout the organization. The Host Society has instituted health and safety protocols informed by public health authorities and provincial announcements to protect everyone who works or visits any Host Society locations. In support of these protocols, the Host Society has implemented an organization-wide mandatory vaccine policy as follows:

### 1. Purpose

This Policy has been developed in response to the Covid-19 pandemic and its objective is to maintain the health and safety of Host Society stakeholders who conduct the work of the organization at any Host Society location.

### 2. Policy

This Policy mandates that all staff, Board Directors, committee members, volunteers, clients, visitors, guests, and contractors with onsite business with the Host Society for any sanctioned organizational activity must provide proof of being fully vaccinated (two doses plus >14 calendar days) following the completed series of an accepted COVID-19 vaccination that has been approved by Health Canada, and is effective September 22nd, 2021 in accordance with related Provincial legislative requirements.

### 3. Application

This policy applies to all Host Society staff, Board Directors, committee members, volunteers, clients, and contractors (defined as stakeholders) with onsite business with the Host Society, unless otherwise indicated.

### 4. Obligations

The Host Society will adhere to the legislation and directives implemented by the Niagara Region Public Health, Government of Ontario, Ontario Human Rights Code, Employment Standards Act, and any other authority pertaining to workplace health and safety.

### 4. Exemptions

Grounds for COVID-19 vaccine exemptions may be based on a valid medical exemption, or because of established, personally held beliefs based on religion/creed, as defined in the Ontario Human Rights Code.

For the purpose of this Policy, when an exemption from the COVID-19 vaccination has been validated and approved, the Host Society will consider available accommodation options for an individual's work or volunteer role. An accommodation plan will be considered which will

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determine what alternatives are available up to the point of undue hardship as defined by the Ontario Human Rights Code. The Host Society retains the sole discretion as to whether and how stakeholders with an approved exemption can be accommodated through measures other than being granted access to a work location. These will be determined on a case-by-case basis.

Requests for exemptions will be confidentially considered by the Chief Executive Officer (CEO) and Senior Manager, People & Culture, upon submission of a completed Medical Exemption or Religion/Creed Exemption Application form. In the event that such a request is made by a Planning or Games-time Volunteer, the Chair of the Games Services Committee will also be consulted. The Host Society reserves the right to have submitted forms reviewed by appropriate medical and/or legal specialists. In the case of religion/creed exemptions, the Host Society reserves the right to make the appropriate inquiries to validate the religion/creed exemption request.

Only those stakeholders with an approved exemption will be considered for an accommodation to the point of undue hardship as defined by the Ontario Human Rights Code. This may not be possible in some cases. For individuals with an approved exemption, if an accommodation is possible, onsite work is not guaranteed and is dependent on the overall status of the pandemic, the rate of vaccination efficacy, and the stakeholder's role and responsibilities.

Exemptions and accommodations will not be extended to contractors, visitors and guests with business at any Host Society location.

### **5. Host Society Locations**

For the purposes of this Policy and its related procedures, Host Society locations include spaces owned, leased, occupied or used by the Host Society such as: office and warehouse spaces, competition and non-competition venues, or any other meeting or work location as identified by the Host Society, including hotels, meeting/event spaces, group transportation vehicles (see [Appendix A](#)).

### **6. Policy Amendments**

Public Health guidance on measures for fully vaccinated, partially vaccinated, and unvaccinated individuals may continue to evolve and could affect this and other policies or procedures. Any amendments to this Policy will be communicated broadly and as soon as possible.

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Legislative changes to measures and requirements that enhance and/or increase the responsibility of the Host Society will supersede any elements of this Policy and be in effect as prescribed with such legislation, pending updates to this Policy.

### **7. Contractors**

Contractors who choose not to be fully vaccinated will not be permitted to enter Host Society locations. Contractors must confirm that all of their employees entering Host Society locations are fully vaccinated. Individuals not fully vaccinated will not be permitted entrance. Sending an employee who is not fully vaccinated to a Host Society location may be deemed cause for the Host Society to terminate the contract with that contractor.

### **8. Visitors and Guests**

Visitors and guests of any Host Society location must comply with the current safety protocols in place upon entering and visiting, including wearing a mask/face covering for the duration of their visit, and sanitizing hands and completing a self-declaration upon entry.

[Appendix A: List of Host Society Locations](#)



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### Covid-19 Vaccine Declaration Form

As an employee or volunteer of the Niagara 2022 Canada Games Host Society who will carry out business at one of the Host Society locations:

I attest that I am fully vaccinated against COVID-19 (an individual is defined as fully immunized >14 days after receiving their second dose of a two-dose COVID-19 vaccine series that has been approved by Health Canada, or any combination of vaccine that has been approved by Health Canada). See my attached watermarked proof of vaccination.

I have not met the fully vaccinated against COVID-19 provincial requirements, but will be fully vaccinated +14 days post-vaccination within 28 days of signing this form. At such time I will provide watermark proof of my vaccine status and will sign a new form indicating vaccination completion.

I do not intend to receive the Covid-19 vaccination due to a medical or religious reason. My completed Medical Exemption or Religion/Creed Exemption Application form is attached.

I do not intend to receive the Covid-19 vaccination per my individual choice. (You will be contacted by a Host Society representative regarding next steps).

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Title/Position With Host Society: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Witness: \_\_\_\_\_ Date: \_\_\_\_\_

Witness signature: \_\_\_\_\_

## Covid-19 Vaccine Medical Exemption Form

To protect the health and safety of the 2021 Canada Games Host Society and its stakeholders, the organization is making COVID-19 vaccination a condition to work or conduct business at Host Society locations. The Host Society will consider requests for exemptions from stakeholders on medical grounds based on the risk of substantive injury and/or disability in accordance with the Host Society's Mandatory COVID-19 Vaccination Policy.

PLEASE READ CAREFULLY:

- Requests for medical exemption will be considered upon submission of this completed form.
- A medical exemption may be granted upon receipt of required documentation signed and certified by a licensed medical specialist.
- The issuance of and duration of any exemption is at the sole discretion of the Host Society.
- To continue to protect the health and safety of the community, at the sole discretion of the Host Society, stakeholders with an approved exemption to being vaccinated, may be accommodated through measures other than being granted access to Host Society locations. Entrance to a location is not guaranteed.
- Individuals will be notified of the exemption decision in writing, via email, with a copy sent to the respective manager and/or staff liaison.
- Incomplete exemption requests will not be considered.
- All requests will be confidentially reviewed by the Host Society's Chief Executive Officer (CEO) and Senior Manager, People & Culture whose decision will be final and not open to appeal. The Host Society reserves the right to have submitted exemption forms reviewed by appropriate medical and/or legal specialists, or a third party administrator.
- Individuals are permitted to reapply if new documentation and/or information becomes available.



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### Section 1: APPLICATION

Scan and upload your completed application to [kvlaar@2022canadagames.ca](mailto:kvlaar@2022canadagames.ca):

First & Last Name: \_\_\_\_\_

Title/Position/Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Required to work at a Host Society location for what purpose and what date(s):  
\_\_\_\_\_

Please confirm that you have read the following statements by placing your initials beside the corresponding statements:

\_\_\_I authorize my licensed medical specialist to provide the information requested in this form including my permission to disclose the medical condition for the exemption and, if required, to supply additional information relating to my medical exemption.

\_\_\_I authorize the Chief Executive Officer (CEO) and Senior Manager, People & Culture of the Host Society to review this submission and communicate with my licensed medical specialist, if required, to supply additional information relating to my medical condition.

\_\_\_I certify that the information I have provided is accurate and complete as of the date of this submission. I understand that I may be subject to disciplinary action up to and including cessation of employment / relationship with the Host Society if any of the information I provided in support of this exemption is found to be false or misleading.



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### Section 2: COMPLETED BY A LICENSED MEDICAL SPECIALIST

To protect the health and safety of the 2021 Canada Games Host Society, the organization is making COVID-19 vaccination a condition to work or conduct business at any Host Society location.

First and last name of person requesting exemption: \_\_\_\_\_

is requesting a medical exemption from being vaccinated from COVID-19. Please explain below (in English or French), the medical contraindication that prevents the individual named above from being vaccinated against COVID-19.

EXPLANATION:

### Section 3: CERTIFICATION

I certify that \_\_\_\_\_ (first & last name of person requesting exemption) has the above contraindication and support the request for a medical exemption from the COVID-19 vaccine requirement at the 2021 Canada Games Host Society.



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### MEDICAL SPECIALIST INFORMATION

Name: \_\_\_\_\_

Specialty: \_\_\_\_\_

License number: \_\_\_\_\_ Date: \_\_\_\_\_

Name of affiliated health organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone number: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

*Personal health information, including attestations and other proofs of vaccination, collected by the Host Society will be stored in accordance with the Host Society's Confidentiality Policy.*



## Covid-19 Religious/Creed Exemption Form

To protect the health and safety of its stakeholders, the 2021 Canada Games Host Society is making COVID-19 vaccination a condition to work at or conduct business at any of its locations. The Host Society will consider requests for exemptions from its stakeholders on religion/creed grounds based on beliefs which are contrary to the Host Society's Mandatory COVID-19 Vaccination Policy.

PLEASE READ CAREFULLY:

- Requests for exemption will be considered upon submission of this completed form.
- An exemption may be granted upon receipt of required documentation signed and certified by a religious leader.
- The duration of the exemption is at the sole discretion of the Host Society.
- To continue to protect the health and safety of the college community, at the sole discretion of the Host Society, stakeholders with an approved exemption to being vaccinated, may be accommodated through measures other than being granted access to Host Society locations. Entrance to a location is not guaranteed.
- Individuals will be notified of the exemption decision in writing, via email, with a copy sent to the respective manager and/or staff liaison.
- Incomplete exemption requests will not be reviewed.
- All requests will be confidentially reviewed by the Host Society's Chief Executive Officer (CEO) and Senior Manager, People & Culture whose decision will be final and not open to appeal. The Host Society reserves the right to have submitted exemption forms reviewed by applicable legal specialists or third party administrator.
- Individuals are permitted to reapply if new documentation and/or information becomes available.



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### Section 1: APPLICATION

Scan and upload your completed application to [kvlaar@2022canadagames.ca](mailto:kvlaar@2022canadagames.ca):

First & Last Name: \_\_\_\_\_

Title/Position/Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Required to be on a Host Society location for what purpose and what date(s):  
\_\_\_\_\_

Please confirm that you have read the following statements by placing your initials beside the corresponding statements:

\_\_\_I authorize my religious leader to provide the information requested in this form including my permission to disclose information that supports the exemption and, if required, to supply additional information relating to my exemption.

\_\_\_I authorize the Chief Executive Officer (CEO) and Senior Manager, People & Culture of the Host Society to review this submission and communicate with my religious leader if required, to supply additional information relating to my exemption.

\_\_\_I certify that the information I have provided is accurate and complete as of the date of this submission. I understand that I may be subject to disciplinary action up to and including termination if any of the information I provided in support of this exemption is found to be false or misleading.

Please explain in detail, the basis for your religion/creed exemption request:



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### Section 2: COMPLETED BY A RELIGIOUS/CREED LEADER

To protect the health and safety of its stakeholders, the Host Society is making COVID-19 vaccination a condition to work or conduct business at any of its locations, effective September 22nd, 2021.

Full name \_\_\_\_\_ is requesting a religion/creed exemption from being vaccinated from COVID-19.

PLEASE PROVIDE BELOW, DETAILS ON EACH OF THE FOLLOWING IN ENGLISH OR FRENCH:

1. The basis of the applicant's faith/beliefs which are contrary to being vaccinated against COVID-19.

2. How long the applicant has been a member of the religion/creed.

3. How long the applicant has attended services and paid any applicable fees/dues.

4. Any other relevant information.



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**Section 3: CERTIFICATION**

I certify that (applicant first and last name) \_\_\_\_\_

has the above faith/beliefs and I support the request for a religion/creed exemption from the COVID-19 vaccine requirement at the 2021 Canada Games Host Society.

**RELIGIOUS LEADER INFORMATION**

Name of Religious Leader: \_\_\_\_\_

Title: \_\_\_\_\_

Name of Religious Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



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## **Covid-19 Mandatory Vaccine Policy - Appendix A List of Host Society Locations**

### **2021 Canada Games Host Society Inc. Head Office**

25 Corporate Park Drive, Unit 310  
St. Catharines, ON  
L2S 3W2

### **Meridian Volunteer Centre**

221 Glendale Avenue  
St. Catharines, ON  
L2T 2K9

### **Canada Games Park**

1813 Sir Isaac Brock Way  
Thorold, ON  
L2V 4Y6

### **2021 Canada Games Host Society Warehouse**

250 Martindale Road  
St. Catharines, ON  
L2S 0B2

**Competition and Non-Competition Venues** (as listed on website)

**Any other site sanctioned for organizational activities** (ie, meeting or work location as identified by the Host Society, including hotel or other meeting or event space and any group transportation vehicles)