

VACCINATION POLICY

In light of the ongoing concerns about COVID 19, Q PRODUCTIONS INC. wants to assure you of its continued commitment to providing a safe and healthy workplace.

The federal and provincial governments, medical experts at Public Health Agency of Canada and worldwide organizations, such as the World Health Organization have all advised that the best way to stop the spread of COVID 19 is for everyone to get vaccinated, if they can. The federal government has approved various vaccines which are now readily available in Ontario.

As a result, we are implementing a vaccination policy effective September 20, 2021 which will require all Q Productions Inc. members to provide proof of vaccination before they are permitted to enter our premises on and after September 20, 2021.

WHY TAKE THIS STEP?

Since the beginning of the pandemic, we have always gone above and beyond to ensure the safest environment possible for employees (and customers). That's why Q PRODUCTIONS INC. is taking this next step requiring all employees to confirm their vaccination status and provide proof of double vaccination on or before September 20, 2021.

Throughout this pandemic, we have followed public health guidance. We believe requiring all employee to be double vaccinated is an important next step in our health and safety protocols.

Public Health measures have been introduced recently that require vaccinated and unvaccinated people to manage an exposure to COVID 19 differently. As an Q Productions Inc., we need to know this information to ensure that these Public Health measures are properly implemented with respect to our workplace.

This is a temporary policy and will remain in effect during the COVID 19 pandemic as required to ensure the health and safety of all Q PRODUCTIONS INC. members. Ordinarily, we do not regulate vaccinations, but due to the nature of this virus, we have concluded that it is essential for us to implement this policy.

This policy is designed to comply with all applicable federal, provincial and local public health laws and guidelines.

PROOF OF VACCINATION

All Q PRODUCTIONS INC. members will be required to declare if they are or are not vaccinated. This will be requested in a separate email that will be sent to each Q PRODUCTIONS INC. member. For those who are vaccinated, a proof of vaccination detailing your name, the date of vaccination, whether it was a first or second dose and brand of vaccination (other information can be redacted) will be submitted to Q PRODUCTIONS INC. by email in a confidential manner that will be accessed only by Human Resources. If you need help accessing your proof of vaccination from the relevant website, you can visit <https://covid19.ontariohealth.ca/> to download your records. If you need help, we will work with you to assist where we can.

Any records submitted to Q PRODUCTIONS INC. will be stored in a secure file that will only be access for the purposes of managing our COVID 19 office policies and procedures. Once the COVID 19 pandemic is no longer a healthy and safety risk, these records will be securely destroyed.

IMPORTANCE OF VACCINATIONS

Public Health advises that COVID 19 vaccinations have proven to be highly effective at preventing people from getting sick with COVID 19 and a highly effective tool for stopping the spread of COVID 19. If you are undecided or have questions about vaccinations, please speak to Phil Bergmann or review the following sources of information.

<https://www.canada.ca/en/public-health/services/diseases/coronavirus-disease-covid-19/vaccines.html>

<https://www.toronto.ca/home/covid-19/covid-19-protect-yourself-others/covid-19-vaccines/covid-19-benefits-of-getting-vaccinated>

All Q PRODUCTIONS INC. members have paid time off to get vaccinated and paid sick days.

This vaccination policy is part of our overall strategy in the fight against COVID 19 and is in addition to our existing policies regarding social distancing, mandatory masks, cleaning and sanitation, daily screening, and advising all Q PRODUCTIONS INC. members to stay home if they are sick.

ACCOMMODATION

If there are medical or sincerely held religious reasons why you cannot be vaccinated, Q PRODUCTIONS INC. will discuss accommodations. If this applies to you, you will elect this response to the email that will request your vaccination status. It is your responsibility to provide us with acceptable written confirmation from your health care advisor or your religious organization. Accommodation is a joint responsibility between you and Q PRODUCTIONS INC.. Your needs will be accommodated to the point of undue hardship for Q PRODUCTIONS INC. or until it poses a threat to the health and safety of other Q PRODUCTIONS INC. members.

CONSEQUENCES

If you are not vaccinated, you will not be permitted to enter our premises after DATE, unless specifically authorized by Q PRODUCTIONS INC.. We will address the implications of this privately with affected Q PRODUCTIONS INC. members.

UPDATES AND CHANGES

As this is a developing matter, this policy is subject to change in the discretion of Q PRODUCTIONS INC. with a view to providing a health and safe work environment.