

Corporate Services

October 27th, 2021

To All Town of Orangeville Contractors:

Contractor Notification Letter – re: Vaccine Policy

The Town of Orangeville is committed to providing a safe working environment for its employees and is taking every precaution reasonable in the circumstances for the protection of the health and safety of workers from the hazards of COVID-19.

Recognizing the role vaccinations have in providing a safe work environment and to be consistent with the best available public health advice for the prevention of the spread of COVID-19, the Town's COVID-19 Vaccination Policy has been approved and is being implemented.

The new COVID-19 Vaccination Policy requires that all Town contractors who have in-person interactions at Town facilities/sites be fully vaccinated. All Contractors that have staff entering Town facilities or engaging directly with Town staff are required to submit a declaration of their employee's vaccine status.

During the implementation period, until December 31, 2021, unvaccinated contractors shall be required to undergo regular COVID-19 antigen screening tests as defined by the policy. It is the responsibility of the contractor to complete this testing at its cost. Confirmation of a negative test will be provided to the Town Contact at the facility the contractor is attending. Any employee of a contractor who tests positive for COVID-19 is prohibited from entering Town facilities.

Important:

- We are requesting that Contractors provide the **vaccine declaration form** provided on the website. Please submit with your proposal/quote or forward to: hr@orangeville.ca
- From **November 8th to Dec 31st, 2021** – Contractors' employees who are not fully vaccinated must show proof of negative rapid antigen test with **72 hours of arrival at job site**.
- **After Dec 31, 2021**, all contractors' employees will be required to be vaccinated to enter Town facilities or engage with Town employees.