

FINISHING TRADES INSTITUTE COVID-19 VACCINATION POLICY

DATED AND EFFECTIVE SEPTEMBER 7, 2021

I. Introduction and Purpose

(1) FTI is Required to Implement a Policy

Post-secondary educational institutions, including the Finishing Trades Institute (“FTI”), are required under the *Reopening Ontario (A Flexible Response to COVID-19) Act* to implement the recommendations of public health authorities and also maintain a safe work environment under the *Occupational Health and Safety Act*.

The Council of Ontario Medical Officers of Health has strongly recommended that full vaccination against COVID-19 be required for all individuals involved in any in-person activities on post-secondary educational facilities (students, staff, faculty, contractors, and visitors) with the rare exception of those individuals who cannot be vaccinated due to permitted exemptions (medical reasons and other protected grounds under the *Ontario Human Rights Code*). The Council of Ontario Medical Officers of Health further recommended that individuals be required to submit proof of vaccination and that individuals who are exempt or are awaiting a second dose of the Vaccine, adhere to additional health and safety measures, up to and including serial and frequent Rapid Antigen Testing. The Office of the Chief Medical Officer of Health also issued similar instructions to post-secondary schools.

(2) FTI Seeks to Promote and Protect Public Health

FTI is committed to promoting and protecting the health, safety, and well-being of persons, and the economic and social well-being of the community during the COVID-19 pandemic declared by the World Health Organization.

Ensuring high rates of Vaccination is necessary and prudent to protect collective public health and safety and the successful operation of the FTI facilities. Collection and review of information pertaining to Vaccination status is important to the planning and safe and responsible delivery of activities and operations.

FTI also recognizes that Vaccination is a critical part of its efforts to prevent illness transmission and protect health, in conjunction with other health and safety measures on our premises.

II. Application and Scope

This Policy takes effect on September 7, 2021 and remains in effect until rescinded by FTI.

This Policy applies to all staff, instructors, apprentices, students, contractors, and visitors on FTI Premises.

This Policy is not to be interpreted to conflict with or supersede any laws applicable to FTI.

III. Definitions

“Fully Vaccinated” means having received the full series of the Vaccine or combination of the Vaccines approved by World Health Organization or Health Canada (e.g. two doses of a two-dose Vaccine series, or one dose of a single-dose Vaccine series), and having received the final dose of the Vaccine at least 14 days ago, or as may be otherwise accepted by FTI based on advice, recommendations, and guidance from public health authorities.

“Rapid Antigen Testing” means testing for the presence of the COVID-19 virus semi-weekly, performed through on-site testing services, at testing facilities approved by FTI.

“FTI Premises” means any physical indoor space or outdoor grounds that are owned, leased, licensed, operated, or otherwise occupied by FTI.

“Vaccine” means a Health Canada or World Health Organization approved COVID-19 vaccine.

“Vaccination” means inoculation with the Vaccine.

IV. Policy

As a condition of entry to FTI Premises effective September 7, 2021, and until further notice, an individual must:

1. Be Fully Vaccinated; or
2. Be exempt from Vaccination due to a medical reason or other protected ground under the *Ontario Human Rights Code* and comply with the conditions of this Policy; *or*
3. Complete an educational session about the benefits of Vaccination and comply with the conditions of this Policy.

(1) Fully Vaccinated:

If entering under the Fully Vaccinated criteria, an individual shall provide proof that they have been Fully Vaccinated prior to entry into FTI Premises.

(2) Human Rights Exemption:

If the individual has requested or received a human rights exemption from FTI, then the individual must participate in Rapid Antigen Testing and submit proof of a negative result at intervals determined by FTI in order to enter into FTI Premises.

(3) Educational Session:

If the individual has requested or taken an educational session approved by FTI about the benefits of Vaccination, then the individual must participate in Rapid Antigen Testing and submit proof of a negative result at least once per every 7 days, and must provide the first such test result prior to entering into the FTI premises after the introduction of this Policy. Test results are valid if presented within 48 hours of when taken. FTI shall make available an educational session about the benefits of Vaccination in accordance with public health requirements.

To be clear, an individual who has partially completed the full series of the Vaccine or has requested an exemption which is still under consideration by FTI, or who seeks or has taken

an educational session, may still enter FTI Premises on the condition that the individual participates in Rapid Antigen Testing and submits proof of a negative result at intervals determined by FTI.

FTI shall collect, maintain, and disclose statistical, non-identifiable information in the manner and within the timelines as may be required by law or government.

All proof of Vaccination, requests for accommodation, supporting documents and proof of negative COVID-19 test results will be collected, used, and stored in accordance with FTI's obligations pursuant to the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. F.31 and the *Personal Health Information and Protection Act*, 2004, S.O. 2004, c. 3, Sch. A, as applicable. This information will be used to determine and address whether there has been a breach of this Policy, whether an Individual is permitted to attend on Campus as set out above and to address health and safety concerns on Campus, including whether additional or enhanced safety protocols are necessary in the event of an outbreak or otherwise. The records will be destroyed when the Policy is terminated.

FTI may establish exceptions, introduce or extend deadlines, or amend this Policy as may be necessary or deemed prudent by FTI, having regard to all relevant factors and to ensure the Policy's ongoing responsiveness to public health and safety developments and conditions, legal developments, and FTI's activities and operations.

This Policy does not replace the other COVID-19 safety measures established by FTI.

VI. Compliance

FTI shall manage compliance and enforcement of this Policy in accordance with existing processes in place.

FTI may prohibit any individual who is found to be in violation of this Policy from entering FTI Premises.

In addition, any person who is found to be in violation of this Policy may be subject to remedial action, up to and including termination or expulsion, as applicable. FTI shall rely on documentation submitted pursuant to this Policy to determine and address discipline for submitting false documentation.