



COVID-19 Contractor Vaccination Policy Summary and FAQ

Policy Summary:

The Contractor Vaccination policy as summarized below:

- Contractors are responsible for attesting their compliance with the policy by January 30th, 2022.
- Contractor employees are required to receive both doses of the COVID-19 vaccine and any subsequent required boosters, unless there is bona fide medical or religious exemption, by January 15th, 2022, so that all contractors are fully vaccinated as of January 30th, 2022, at the latest (14 days after dose is received).
- Contractors are required to have a workplace vaccination policy in effect for their workforce.
- CGS Divisions are able to provide an extension to the January 30th, 2022 deadline up to February 15th, 2022 at their discretion.
- The policy will only to be applicable for access to indoor facilities and/or have in-person interaction with CGS employees or members of the public.
- The policy is not applicable for transactional based interactions as defined below.
- “Constructors” are to be exempt from the policy.
- CGS will not collect contractor vaccination documents; City Contract Administrators and Project Managers are to perform spot audits on Contractors executing work under contract requirements for compliance with the policy.

Frequently Asked Questions:

Does this policy apply to outdoor work environments?

No, this policy is only applicable to indoor CGS facilities. If a Contractor will access an indoor CGS facility as part of their scope of work, they are required to be fully vaccinated.

How is CGS workplace or worksite defined?

A CGS workplace is any city-owned facility or worksite.

What are Contractors required to include in their Vaccination Policy?

CGS has not outlined specific requirements for Contractors to include in their policy, but any Contractor’s policies must comply with any requirements of the Ontario Ministry of Health and the Sudbury District Health Unit.

How is transactional contact defined?

A transactional based interaction is an in-person interaction that lasts **no more than 15 minutes** in duration.

Examples of interactions that would be defined as transactional would include:

- A delivery driver dropping off goods
- Contractors having a short discussion with home owners, etc. but can maintain physical distancing and are wearing appropriate PPE

What is in-person interaction?

In-person interaction is face to face interaction with another individual.

Examples include:



- a delivery driver dropping off goods
- Contractors having a discussion with home owners, etc. but can maintain physical distancing and are wearing appropriate PPE

Will sub-contractors be required to follow this Policy?

Yes, sub-contractors must abide by the policies that the Contractors are subject to. The Contractor will be required to ensure they have a policy in place and send only vaccinated individuals to CGS sites.

A Contractor is on-site, but working within their construction zone and they only have brief contact with staff and/or public with all applicable PPE; does this policy apply to them?

This policy is applicable to Contractors who access CGS indoor facilities. The policy is not applicable to Constructors as defined by the Occupational Health and Safety Act.

What is the definition of a Constructor?

As per the Occupational Health and Safety Act, a “Constructor” means a person who undertakes a project for an owner and includes an owner who undertakes all or part of a project by himself or by more than one employer.

Where there is bona fide medical or religious exemption, will these individuals be required to test frequently?

It will be dependent on the provisions of the Contractor's own policy. The contractor's policy must comply with any requirements of the Ontario Ministry of Health and the Sudbury District Health Unit and must follow any applicable legislation, which includes but is not limited to the Human Rights Code.

Will the City be tracking medical information of the contractor?

No, the contractor will be required to develop a vaccination policy and collect the information from their staff. The contractor will simply provide an attestation that they are in compliance and will only send fully vaccinated individuals to City sites where applicable.

Will the City require proof of the vaccination status of the Contractor's employees when they are on-site?

Yes, the contractor's employees will be required to provide proof of vaccination status or medical/religious exemptions. As of January 4th, 2022; Proof of vaccination must be in the form of an enhanced vaccine certificate with an official QR code provided by the Ministry of Health in Ontario along with Government issued identification.

CGS Contract Administrators will be required to perform audits. CGS Contract Administrators will only verify vaccine status but will not collect any information.