

# COVID VACCINATION POLICY

## 1. INTRODUCTION

- 1.1 The policy aims to provide guidance on dealing with the COVID-19 pandemic in the workplace. In support of the fight against Covid-19, the Company encourages all employees who are 18 and older to register and vaccinate as a matter of urgency. We thank those who have already received the vaccination. We applaud your participation and commitment to a healthier and safer work environment.

## 2. TERMS

- 2.1 As employer, we have the responsibility to create and maintain a safe work environment for all employees as stipulated in the Occupational Health and Safety Act & Regulations, Act, 85 of 1993 and the directives issued in accordance with the National Disaster Act, Act, 57 van 2002. We aim to achieve this by implementing the policy in terms of Covid vaccinations and protocol for the Company. Because we respect an individual's decision not to be vaccinated due to bodily integrity, religious freedom and/or beliefs, we have made provision in the policy to accommodate these employees.

## 3. COVID\_VACCINATION POLICY AND PROTOCOL

- 3.1 Employees may register on <https://vaccine.enroll.health.gov.za> to be vaccinated.
- 3.2 All individuals eligible to vaccinate must present one of the following to Management **by Friday, 29 October 2021** before they will be permitted to enter their workplace:
- Proof of vaccination;
  - Proof of vaccine registration if you tested positive for Covid-19 in the past 40 days; or
  - A negative Covid-19 test result not older than 72 hours – PCR and Rapid tests will be acceptable.
  - Please note that according to [www.gov.za/coronavirus/faqs/vaccine](http://www.gov.za/coronavirus/faqs/vaccine) only individuals with the following conditions are exempted from receiving the vaccine:
    - Anyone with a history of severe allergic reaction to any ingredient in the vaccine.
    - Anyone who is allergic to polyethylene glycol (PEG) should not get the Pfizer vaccine, as it is one of the components.
    - Anyone who had a severe allergic reaction after the first dose should not get the second dose of that vaccine.

If any of the above apply, a doctor's letter will be required as confirmation.

- 3.3 **Employees who are not vaccinated will be required to submit a new negative test result every Monday before entering the workplace. The cost of such tests will be for the employee's own account.**
- 3.4 **This policy will be applicable to ALL employees. Should you not comply with these regulations, you will be required to take unpaid leave until you are able to comply.**
- 3.5 If you are registered but not vaccinated yet, please make use of walk-in Covid vaccination centres. **There is no need to wait for an appointment.**
- 3.6 To alleviate the burden of entrance into the workplace, we request that you submit a copy of your vaccination certificate and vaccination confirmation SMS to your direct Manager and Human Resources for record purposes.
- 3.7 The reality is that Covid vaccination will become a mandatory requirement in most situations that we face daily. As individuals, we have a deeper responsibility to not only safeguard ourselves, but also our loved ones and others around us. To achieve this, it is imperative that ALL individuals be vaccinated as soon as possible.
- 3.8 We encourage you to visit the National Institute for Communicable Diseases' website to familiarise yourself with the facts and benefits of the Covid vaccine. (<https://www.nicd.ac.za/covid-19-vaccines-what-you-should-know/>)

#### 4. COMPLIANCE

- 4.1 The Company will continue to monitor the situation in South Africa and this policy may be updated depending on changes to circumstances related to the Covid-19 pandemic.
- 4.2 Current COVID19 protocols remain mandatory i.e., wearing of a mask, sanitizing, keeping a safe distance and washing of hands.
- 4.3 The content of this document does not replace the duty imposed on the employee to take reasonable care for their own health and safety but that of his/her fellow employees and family members as well.
- 4.4 Should an employee fail and/or refuse to render services despite adequate safety measures being implemented by the Company, disciplinary action may be taken via fair procedure.

I, hereby agree that I received the COVID19 Vaccination Policy of Emmanuel Verpleegskool (Pty) Ltd and understand the content herein. Should any aspect of this document be unclear to me, I accept the onus is on me to ask for it to be clarified.

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

\_\_\_\_\_  
Date