

November 4, 2021

Today we published significant updates to EA's COVID Vaccination policy based on Transport Canada's Interim order that was released on Friday, October 30th. This document provides a summary of the updated policy which is a Read & Sign for all Airports Team Members and has been posted to Vortex.

- **(NEW)** Transport Canada has extended the deadline for vaccination, the requirement for proof of vaccination or exemption, and testing related to exemptions to **November 15, 2021**
 - Team Members who have indicated they will not be getting vaccinated for personal reasons will still be transitioned to an unpaid leave, November 1, 2021.

- **(NEW)** Partially Vaccinated Exemptions
 - **Completed form due to EA Team Experience by Thursday, November 11, 2021**
 - Form will be distributed by Team Experience to those who require it
 - First dose must be received prior to November 15, 2021
 - Team member must indicate when second dose is anticipated
 - Team member will be required to carry proof of their first vaccination AND the Transport Canada issued Partially Vaccinated Exemption Request Form. Failure to produce the completed form upon request will result in access being denied to secure areas of the airport.
 - Team members using this exemption must have TWO negative COVID-19 tests per week and provide evidence of the negative tests to Executive Aviation until such time they are fully vaccinated
 - The team member will pay any costs related to the COVID-19 tests
 - Testing protocols will be communicated directly to those who require tests
 - The exemption for those partially vaccinated expires on January 24, 2022

(UPDATED) Medical Exemptions

- **Completed form due to EA Team Experience by Thursday, November 11, 2021**
 - Form will be distributed by Team Experience to those who require it
- Team member will be required to carry the Transport Canada issued Medical Exemption Request Form. Failure to produce the completed form upon request will result in access being denied to secure areas of the airport.
- This request form must be signed by a Medical Doctor or Nurse Practitioner
 - Team Member will be responsible for any fees associated with completing the Exemption form
- Team members using this exemption must have TWO negative COVID-19 tests per week and provide evidence of the negative tests to Executive Aviation
 - The team member will pay any costs related to the COVID-19 tests
- Testing protocols will be communicated directly to those who require tests

(UPDATED) Religious Exemptions

- **Completed form due to EA Team Experience by Thursday, November 11, 2021**
 - Form will be distributed by Team Experience to those who require it
- Team member must provide an Affidavit of their sincerely held religious belief and have it completed/signed by a registered Commissioner of Oaths.

- Team member will be required to carry the Transport Canada issued Religious Exemptions Request Form. Failure to produce the completed form upon request will result in access being denied to secure areas of the airport.
 - Team Member will be responsible for any fees associated with completing the Exemption form
 - Team members using this exemption must have TWO negative COVID-19 tests per week and provide evidence of the negative tests to Executive Aviation
 - The team member will pay any costs related to the COVID-19 tests
 - Testing protocols will be communicated directly to those who require tests
- **(UPDATED) False or Misleading Information Note**
 - To ensure accuracy on all the required requests and forms, Transport Canada has provided the following warning on each of the forms related to the implications of providing false or misleading information.

“It is an offence under section 131 of the Criminal Code to make a false statement under oath or solemn affirmation, by affidavit, solemn declaration of deposition orally, knowing that the statement is false. It is further an offence under section 366 of the Criminal Code to make a false document, knowing it to be false.

As per the applicable Interim Order Respecting Certain Requirements for Civil Aviation Due to COVID-19, a person who provides information to a carrier that is known to be false or misleading may also be subject to an administrative monetary penalty or other enforcement action, including prosecution”
 - **(NO CHANGE) Team members of who are fully vaccinated**
 - You must carry your proof of fully vaccinated status and be prepared to produce it for verification upon request. Failure to produce your proof of full vaccination upon request will result in access being denied to secure areas of the airport.

Within the next few days, Team Experience will be communicating the testing and verification process for those with approved exemptions.

Transport Canada’s Interim order covers the WHAT in the orders. You will likely see the HOW in terms of processes for documents to be checked/verified vary from airport to airport. Your local leadership team will make sure you are aware of any local processes.

If you have any questions, please don’t hesitate to reach out to your leader or a member of the Team Experience Group.

Sincerely,

Team Experience