

COVID-19 Vaccination Policy for Contractors

Approved By: Chief Administrative Officer

Approved On: December 2, 2021

Policy Statement

In accordance with Public Health guidance, York Region is committed to taking all reasonable precautions to ensure the health and safety of York Region employees. Vaccination is a key element in the protection of York Region employees against the hazard of COVID-19. Full vaccination has been shown to be effective in reducing COVID-19 virus transmission and protecting vaccinated individuals from severe consequences of COVID-19 and COVID-19 variants.

Application

This policy applies to contractors and subcontractors where there is continuous and direct in-person interaction with York Region employees and/or clients in the performance of the work under that contract.

Purpose

This Policy is designed to protect York Region workplaces, clients, and employees working with contractors. The purpose of this policy is to:

- Meet York Region's obligations under provincial legislation to take all necessary and reasonable precautions to protect the health and safety of its workforce and to protect the broader communities within York Region
- Follow Public Health guidance and direction that vaccines provide a high level of protection against COVID-19 and related variants

Definitions

Contractor: Individuals or organizations who are engaged directly by York Region to provide specified contract work or services in-person with York Region employees

and/or clients. This may include external contractors, subcontractors, suppliers, vendors, service providers, consultants, third-party agency staff, or employees of such organizations.

Fully vaccinated: An individual is considered fully vaccinated after receiving the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by the World Health Organization or Health Canada, plus any required booster doses, within the specified vaccination interval guidelines.

Full Series: Two doses of an approved two-dose vaccine series, or one dose of an approved single-dose vaccine series.

Continuous and direct in-person interaction: Direct in-person interaction where there is the possibility of prolonged contact (exceeding ten minutes) within two metres of York Region employees and/or clients.

COVID-19: An acute respiratory illness caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) virus. For a full list of symptoms please review the [public health guidance](#).

Workplace vaccination policy: A policy implemented by the Contractor for its workforce, in accordance with current public health guidelines and recommendations.

Description

Vaccination Requirement

Contractors must ensure that only fully vaccinated individuals work on York Region contracts where there will be continuous and direct in-person interaction with York Region employees and/or clients.

York Region strongly encourages all contractors to have a Workplace Vaccination Policy in place for its workforce.

Attestation

As of January 10, 2022, contractors are required to sign and submit an [Attestation Form](#) to confirm they will comply with this policy.

Additional Requirements

Provincial directives, pursuant to legislation, may have an additional obligation to comply with vaccination policies pertaining to specific workplace locations and/or professions.

For example, Paramedics, Long-Term Care and Seniors Services, or other professions or settings as applicable, may have additional requirements beyond this policy.

Contractors must continue to follow all requirements, deadlines and protocols in place at applicable York Region facilities and workplace settings.

Accommodation Requests

This policy is subject to the Ontario Human Rights Code and any related accommodation requests will be reviewed on a case-by-case basis as it relates to the performance of work under a given contract.

Responsibilities

York Region Employees (Contract Administrators / Project Managers)

- Ensure contractors have submitted written attestation to comply with this policy
- Ensure the contract is managed in accordance with requirements of this policy and the contract terms and conditions
- Ensure all applicable health and safety measures are being followed to reduce the hazard of COVID-19

Contractors

Attest in writing that they will:

- As of January 10, 2022, only have fully vaccinated individuals work on York Region contracts where there will be continuous and direct in-person interaction with York Region employees and/or clients
- Continue to comply with applicable health and safety measures to reduce the hazard of COVID-19, including providing proof of vaccination if requested

Compliance

Contractors who do not comply with this policy may be subject to York Region exercising its available contract remedies, up to and including termination of the contract.

Reference

Legislative and other authorities

This policy and/or health and safety measures may be updated, as warranted by new public health guidance or other changing circumstances. At all times, York Region will be guided by Public Health information, applicable legislative requirements, and its existing obligations under, among others, the *Occupational Health and Safety Act* and the *Human Rights Code*.

Additional Resources

- [COVID-19 and the Occupational Health and Safety Act](#)
- [Guide to developing your COVID-19 workplace safety plan](#)
- [Preventing COVID-19 in the workplace](#)
- [COVID-19: Stop the spread](#)

Appendices

- [Attestation Form](#)

Contact

York Region's Procurement Office at Procurement.Communications@York.ca or Contract Administrator / Project Manager

Approval

CAO Signature: ORIGINAL SIGNED BY B. MACGREGOR

Date Approved: DECEMBER 2, 2021

Accessible formats or communication supports are available upon request.

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