

SASKPOWER COVID-19 VACCINATION POLICY

Contractor Memorandum

In alignment with the Government of Saskatchewan's announcement, SaskPower has increased its workplace protocols to protect employees, their families, and our customers from the spread of COVID-19. SaskPower's COVID-19 Vaccination Policy has been approved and is being implemented across the organization, effective October 1, 2021.

The health and safety of our employees and customers is a priority. SaskPower is committed to taking every reasonable precaution in the circumstances to reduce the risk of hazard of COVID-19 in the workplace and to ensuring compliance with the Regulations.

CONTRACTOR REQUIREMENTS

All contractors providing services to SaskPower must, as a condition of continuing to provide such services, ensure that all of their employees and other personnel providing services to SaskPower are fully vaccinated with a COVID-19 vaccine series effective October 1, 2021 or, if they are not fully vaccinated, that they have provided an approved negative COVID-19 test result prior to reporting for work at any SaskPower site or property where the services are being performed for or on behalf of SaskPower.

Contractors will be required to submit the Contractor Certification Form to SaskPower on a weekly basis, in a form to be provided by SaskPower, certifying that the requirements outlined herein have been complied with. Such certification shall be provided by no later than 10:00 a.m. every Monday, for so long as the COVID-19 Vaccination Policy remains in effect.

Contractors will be permitted an implementation period to October 18, 2021 to become fully compliant with this policy before worksite restrictions may be enforced.

Official documentation for proof of vaccination or negative COVID-19 test results are not to be submitted to SaskPower unless otherwise directed.

POLICY COMPLIANCE INFORMATION

All contractors performing high risk work currently required by SaskPower to subscribe to ISN will be required to complete the SaskPower Vaccination Policy Certification Form in ISN. The contractor, each of its workers and subcontractors will be required to read, understand and agree to comply with the SaskPower COVID-19 Vaccination Policy. This Certification Form must be signed by a company official to ensure that the company is aware of the requirements set by SaskPower.

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The SaskPower Vaccination Policy Certification Form will be a mandatory line item on the contractor's ISN scorecard. This will be a one-time acknowledgement form request from SaskPower. Failure to sign and acknowledge this form will result in the contractor's ISN grade to drop to an "F" rating. Once the form has been signed and acknowledged by the contractor, their grade will return to their previous grade.

Weekly Certification Forms after initial declaration in ISN will be submitted by the Contractor to their Contract Administrator directly.

Contractors who do not subscribe to ISN will be required to submit a copy of the Certification Form to their Contract Administrator directly.

It is the responsibility of the contractor to determine internal policies and procedures to become and remain in compliance with SaskPower's COVID-19 Vaccination Policy and Contractor Certification Form requirements.

The collection, verification and storage of proof of vaccination or negative test result documents is the responsibility of the contractor. SaskPower may request, where reasonable to establish compliance with the Certification Form, these records be furnished to the organization.

Any employee or other personnel who is not compliant with the SaskPower vaccination and testing certification process may be removed from or denied access to any site or property where services are being performed for or on behalf of SaskPower.

QUESTIONS

Questions on this memorandum or the Certification Form can be directed to your Contract Administrator.

MEMORANDUM ATTACHMENTS

SaskPower COVID-19 Vaccination Policy – Contractor Certification Form