Policies, Procedures and Guidelines

Complete Policy Title
Vaccination Policy - COVID-19 Requirements for Employees and Students

Policy Number (if applicable):

Approved by
President and Vice-Presidents

Date of Most Recent Approval
September 6, 2021

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Responsible Executive
Provost and Vice-President (Academic), and Vice-President (Operations & Finance)

Policy Specific Enquiries
Student Affairs or Human Resources Services

General Policy Enquiries
Policy (University Secretariat)

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MCMASTER’S COMMITMENT

1. McMaster University (the “University”) is committed to creating an inclusive, supportive, safe and healthy Workshop and Learning Environment for all employees and students. This is achieved by observing best practices which meet or exceed the standards to comply with legislative requirements.

2. The ongoing COVID-19 pandemic has resulted in unique infection risks and potentially serious health consequences. In keeping with government and public health advice, the University expects an increasing presence of on-campus academic and operational activity beginning in the Fall 2021 Term. The University further expects that even employees or students who may be participating in a remote work/study arrangement may be required to attend campus from time to time, and should be prepared to do so. Finally, the University recognizes that its obligation to ensure employee and student health and safety during the COVID-19 pandemic may extend beyond the parameters of its campus to encompass other aspects of the Workplace and Learning Environment. This Policy does not apply to off-campus activities unrelated to the Workplace and Learning Environment.

3. In accordance with public health guidance, the University is committed to taking all reasonable precautions, as part of a multi-pronged approach, to ensure the health and safety of the University community.

4. This Policy is consistent with O. Reg 364/20 and the letter from the Council of Ontario Medical Officers of Health dated August 24, 2021, which strongly recommends that post-secondary institutions implement full vaccination policies, subject to permitted exceptions, as soon as operationally feasible. This Policy is also consistent with the Instructions issued by the Office of the Chief Medical Officer of Health, dated August 30, 2021, which require post-secondary institutions to establish and implement a COVID-19 vaccination policy by no later than September 7, 2021.

5. At all times, if requirements declared by public health authorities or the provincial government exceed the requirements of this Policy, the public health or government requirements will prevail and all Community Members must comply with those requirements, including any requirement to display proof of vaccination.

6. From time to time, this Policy may be updated, as warranted by new public health guidance or other changing circumstances. At all times, the University will be guided by public health information, legislative requirements, and its existing obligations under, among others, the Occupational Health and Safety Act and the Human Rights Code. This Policy will continue to apply until it is amended or revoked.

7. All Community Members are expected to contribute to creating a safe and healthy Workplace and Learning Environment. In addition to complying with this Policy, all Community Members must also continue to comply with any other safety measure the University deems necessary to protect the community.

8. Finally, Community Members should continue to adhere to the University’s ongoing commitment to accessibility, equity, and inclusion. Initially, the University will provide education and support (as appropriate) to individuals who do not provide proof of vaccination. However, other steps may be taken to ensure the ongoing safety of the University community.
PURPOSE

9. The purpose of this Policy is to:
   a) reaffirm the University’s commitment to a healthy and safe environment;
   b) ensure employees and students are aware of their rights and responsibilities in relation to COVID-19; and
   c) provide employees and students with information about how to access appropriate resources, supports, and accommodations.

DEFINITIONS

10. Community Members means McMaster employees (i.e., faculty and staff) and students, as defined in this Policy.

11. Fully Vaccinated an individual is Fully Vaccinated if they have received the full series of a vaccine or a combination of vaccines accepted by the World Health Organization and they received their last dose at least 14 days before the date of the self-declaration. Given the changing nature of the pandemic, if the applicable public health authorities announce a different meaning of “Fully Vaccinated”, that definition will take precedence. For example, if public health authorities announce that additional vaccine doses (i.e., “booster shots”) are required, individuals will not be considered Fully Vaccinated until they have obtained the additional dose(s).

12. Off-Site Community Members means employees and students who do not want or need to attend University property, but who regularly work or study at a sanctioned off-campus site, and regularly engage in-person with other employees or students in the normal course of their work or studies. For the purpose of this Policy, Off-Site Community Members includes employees and students involved in University-sanctioned placements, field work/studies, and co-operative terms. Individuals will not be considered Off-Site Community Members while they are performing their work or studies from their personal residence.

13. On-Site Community Members means McMaster employees (i.e., faculty and staff) and students attending University Property.

14. University Property mean any land boundary owned, controlled (whether directly or indirectly) or leased, by the University, inclusive of buildings, learning places, public places, and workplaces. For the purposes of this Policy, certain spaces as may be directed by the University from time to time will not be considered University Property.

15. For additional key terms, please see the Glossary at the end of this Policy.
SCOPE

16. This Policy outlines the actions that will be required of On-Site Community Members, and are in addition to existing control measures, which may include mandatory masking, physical distancing, personal hygiene practices, engineering practices (e.g., ventilation updates), and ongoing cleaning and sanitization protocols.

17. Parts of this Policy will also apply to Off-Site Community Members. Individuals will not be considered Off-Site Community Members while they are performing their work or studies from their personal residence.

18. All other persons not included in the definition of Community Members, but who want or need to attend University Property, are subject to the COVID-19 Requirements for Visitors Policy.

19. Certain Community Members involved in high-risk activities, as identified by the University, may be subject to additional protocols than those outlined below. For example, different protocols may be implemented for students in Residence, Varsity Athletics, the Faculty of Health Sciences, and the School of Social Work, as well as other areas of the University. In such case, individuals should comply with the measures that the University has identified to be most appropriate for their high-risk activity. Previously enacted measures exist for individuals living in University residence buildings and those involved in varsity athletics activities. Further details on those measures can be found at these sites: [insert links].

20. Any concerns or questions about the interpretation or application of this Policy can be directed to:
   a) Student Affairs for support for students; or
   b) Human Resources Services for support for employees.

PRIVACY AND CONFIDENTIALITY

21. The University will protect personal information and handle records in accordance with its policies, including but not limited to: Privacy Governance and Accountability Framework, Privacy Breach Protocol, Policy for the Handling of Personal Information, Policy for the Handling of Personal Health Information, and the Policy on Access to Personal Health Information. The University will also comply with its obligations in accordance with the Freedom of Information and Protection of Privacy Act and the Personal Health Information Protection Act.

22. The University will ensure that access to any information provided under this Policy is limited to those who require access on a “need to know” basis only. This information will be securely stored and will only be used for the purpose of securing the health, safety, and well-being of the University community. The University will delete the information as soon as possible after the purposes for which it was collected are fulfilled.

23. Other than the employees tasked with implementing this Policy, Community Members should not ask or require one another to disclose their vaccination status or their reasons for not being Fully Vaccinated, nor should they engage in any reprisal against one another.
OBLIGATIONS

**Between September 7, 2021 and October 17, 2021 (inclusive):**

24. **On-Site Community Members** must complete a Daily Check In (MacCheck) for each day that they want or need to attend University Property.

25. **On-Site Community Members** must also:
   
   a) provide the University with proof that they are Fully Vaccinated; or
   
   b) provide proof of a valid negative COVID-19 rapid antigen test; or
   
   c) obtain an exemption from the University on the basis of a substantiated human rights ground and comply with any additional requirements that the University deems necessary to protect community health and safety. These additional requirements will include ongoing rapid antigen testing and may include other safety measures.

26. **On-Site Community Members** who are **not** Fully Vaccinated as of September 7, 2021, must also complete an educational session provided by the University, even if they have provided proof of a valid negative test and are seeking an exemption from the University. This educational session will comply with the requirements set by the Chief Medical Officer of Health.

27. **Off-Site Community Members** should begin to provide the University with proof that they are Fully Vaccinated. They must also comply with the protocols in place at their worksite or study site; however, those protocols fall outside the scope of this Policy.

**Effective October 18, 2021:**

28. All **On-Site Community Members** and **Off-Site Community Members** must provide the University with proof that they are Fully Vaccinated. If individuals have questions about vaccination, they should consult their healthcare provider.

29. Individuals who cannot be vaccinated due to a substantiated human rights ground will continue to be provided reasonable accommodations and will be expected to comply with any requirements that the University deems necessary to protect community health and safety. These additional requirements will include an educational session and ongoing rapid antigen testing and may include other safety measures.

30. **On-Site Community Members** must continue to complete MacCheck for each day that they want or need to attend University Property.

31. **Off-Site Community Members** must continue to comply with the protocols in place at their worksite or study site.
**Detailed Daily Check In (MacCheck) Requirements**

32. **All On-Site Community Members** must complete **MacCheck no more than 1 hour before** they attend University Property. MacCheck must be completed for each day that an On-Site Community Member attends University Property.
   
a) **Off-Site Community Members** may not be required to complete MacCheck, but must follow the protocols in place at their worksite or study site, which may include active or passive screening.
   
b) If Off-Site Community Members will be required to complete MacCheck, they will receive specific instructions to do so.

33. MacCheck results will indicate the time and date that a Community Member successfully completed MacCheck and Community Members are able to login and view their results. MacCheck results will include a green checkmark if the On-Site Community Member is permitted to attend University Property.

34. MacCheck results ("Cleared" or "Not Cleared") may be verified for compliance on a “need to know” basis and may also be used for contact tracing purposes.
   
a) **Employees** may be required to demonstrate to their Workplace Supervisor that they are permitted to attend University Property, by showing them the green checkmark.
   
b) **Students** may also be asked to show their green checkmark before receiving in-person services (e.g., from Student Advisors, Library staff, etc.), to confirm that they are permitted to attend University Property.

35. On-Site Community Members who are not cleared to attend campus **must not attend University Property**. Instead, they should follow the recommendations provided by the tool and contact Public Health or their health care provider.

36. On-Site Community Members who are unable to answer “No” to each screening question because they have tested positive for COVID-19 at any time should also report using the COVID-19 Positive Case Reporting Tool in Mosaic. The reporting tile is on the COVID home page.
   
a) Employees will be contacted by McMaster’s Occupational Health Nurse(s) to follow-up on the notification and review dates of required self-isolation, return to work, any medical documentation requirement, medical leaves and accommodation and support needs. Medical clearance through McMaster’s Occupational Health Nurse will be required to return to University Property. McMaster’s Occupational Health Nurses may be contacted at occhealthnurse@mcmaster.ca or via confidential fax at 905-528-0449.
   
b) Students will be contacted by Student Accessibility Services to review the date they can return to campus and any documentation and support that may be required. Students living in residence should also contact HCSHelp@mcmaster.ca for more information, as they may need to follow self-isolation practices in their residence as per the Residence Policy.
DETAILED VACCINATION REQUIREMENTS

What are Community Members required to do?

37. In addition to MacCheck, all On-Site Community Members must declare whether or not they are vaccinated and provide proof that they are Fully Vaccinated.

- Because Off-Site Community Members regularly engage with other employees or students in the course of their work or studies off-campus, they must also declare whether or not they are vaccinated and provide proof that they are Fully Vaccinated by October 18, 2021.

- All Community Members, and particularly employees, should expect that they may be required to attend campus from time to time, beginning in the Fall 2021 Term, even if they are participating in a remote work/study arrangement.

- Therefore, all employees involved in a remote work arrangement must report their vaccination status through the available tool by October 18, 2021 and all students involved in a remote study arrangement should endeavour to do so.

38. To complete the declaration form, Community Members must select: “Yes”, “No”, or “Prefer Not to Answer” in response to the question: “Are you fully vaccinated with a COVID-19 vaccine approved by Health Canada or the World Health Organization? An individual is fully vaccinated once 14 days have elapsed following their second dose of an approved COVID-19 vaccine.”

- Community Members should only select “Yes” if they are Fully Vaccinated (i.e., having received a full series of a vaccine (or combination of vaccines) approved by the World Health Organization, with the last dose being received at least 14 days before the date of the self-declaration).

- Community Members who select “No” or “Prefer Not to Answer” and later wish to update their response because they have been Fully Vaccinated, may do so by uploading their proof of vaccination documentation.

- If a Community Member selects “No” or “Prefer Not to Answer”, they will also be asked to answer the question “Are you seeking an exemption?” and confirm if they are seeking an exemption on medical grounds or non-medical (i.e., other human rights) grounds.

□ If a Community Member indicates that they are seeking an exemption, the University will provide an opportunity for that Community Member to submit their exemption for review by Human Resources, Student Accessibility Services, and the Equity and Inclusion Office (as appropriate). The exemption request will be reviewed and the Community Member will receive an approved or denied exemption.

□ Until an exemption request is approved and a reasonable accommodation plan is put in place, a Community Member’s request for access to University Property, or to continue attending their off-campus worksite or study site, will be processed as though they did not request an exemption.
Similarly, if a Community Member is informed that their request for an exemption has been denied, their request for access to University Property, or to continue attending their off-campus worksite or study site, will be processed as though they did not request an exemption.

Community Members who answer “Yes” will be prompted to upload their official proof of vaccination documentation for their last dose through the tool and complete a field verifying the date of their last dose (i.e., the second dose for a two-dose vaccine and the first dose for a one-dose vaccine).

**MacCheck results and proof of vaccination provided through the University’s tool may be accessed by designated individuals in Human Resources and Student Accessibility Services. Proof of vaccination receipts will not otherwise be shared with workplace supervisors, instructors or individuals outside the University.**

What if a Community Member is not Fully Vaccinated?

While the University strongly encourages vaccination, we understand that some McMaster Community Members may be hesitant about receiving a vaccine or are not yet Fully Vaccinated. Therefore, Community Members who answer “No” and “Prefer Not to Answer” will initially receive educational information and support resources about vaccination, including the safety of COVID-19 vaccines.

Community Members will also receive information about how to request an exemption if they are unable to be vaccinated due to a substantiated human rights ground.

Between September 7, 2021 and October 17, 2021 (inclusive) only:

- Community Members who answer “No” or “Prefer Not to Answer” will only be permitted to attend University Property if they have received negative results from a rapid COVID-19 antigen test, even if they have requested or received an exemption from the University. Community Members who answer “No” or “Prefer Not to Answer” must also complete a one-time educational session, even if they have requested or received an exemption from the University.

- Community Members who are not Fully Vaccinated and attend University Property between September 7-9, 2021 must complete their first test by no later than September 9, 2021. Subsequent testing must be completed between 48 to 72 hours after the previous test to remain valid. If a Community Member’s test has expired, they will need to attend the testing centre immediately on arrival to University Property and obtain a negative test result, or they will not be permitted to access University Property. At a minimum, Community Members who regularly attend University Property (i.e., at least once per week), must complete a rapid COVID-19 antigen test once every 7 days.

- Certain Off-Site Community Members may also be required to complete regular rapid antigen testing, if required by their worksite or study site. Testing requirements and processes may vary by site and will be communicated to any affected Off-Site Community Members.
• Testing will be conducted on-campus (visit the Back to Mac Website for more information). Certain On-Site Community Members who are located at University Property outside of Hamilton and the surrounding area (e.g., those at the Waterloo Regional Campus, the Niagara Regional Campus, and sites in Collingwood) will not be required to attend the on-campus testing centre, and will receive information about how to complete their rapid antigen testing.

• Test results will be shared verbally and confidentiality with the Community Member. Individuals with positive test results will be instructed to contact to their health care provider or Public Health for further testing, and supported through McMaster’s existing positive case protocol. Test results will also be uploaded into the University’s tool so that the Community Member can complete MacCheck. Test results will not be shared with workplace supervisors, instructors or individuals outside the University, without the Community Member’s consent.

• Community Members who are not Fully Vaccinated and attend University Property between September 7-9, 2021 must complete an educational session by no later than September 9, 2021. Community Members who are not Fully Vaccinated and do not attend University Property until after September 9, 2021 must complete the educational session before attending University Property.

• Community Members who are not Fully Vaccinated, and are also unable or unwilling to comply with rapid antigen testing or educational protocols, will not be granted access to University Property. Such individuals may be required to un-enroll from their studies or take a temporary unpaid leave of absence. Other reasonable accommodations may be considered for exempted Community Members, as required under human rights laws.

44. **Effective October 18, 2021:**

• Community Members who answer “No” or “Prefer Not to Answer” will only be permitted to attend University Property, or continue attending their off-campus worksite or study site, if they have received an exemption from the University and comply with any other measures that the University determines to be necessary to protect community health and safety. This will include ongoing rapid antigen testing and may include other safety measures. Exempt Community Members who have not completed the educational session must do so to attend University Property.

• Community Members who are not Fully Vaccinated will not be granted access to University Property or allowed to continue attending their off-campus worksite or study site, even if their site permits such access, if they have not requested an exemption or their exemption request has been denied. Such individuals may be required to un-enroll or take a temporary unpaid leave of absence. These safety measures will be assessed as the situation progress and may, in certain circumstances, result in termination of employment.

• Similarly, exempted Community Members who are unable or unwilling to comply with the University’s required measures will not be granted access to University Property or allowed to continue attending their off-campus worksite or study site, even if their site permits such access. These safety measures will be
assessed as the situation progresses and may, in certain circumstances, result in termination of employment.

- Community Members whose exemption request remains pending on October 18, 2021 will be granted access to University Property if they comply with the University’s other required measures, including rapid antigen testing protocols and completion of an educational session. Off-Site Community Members with pending exemption requests will also be permitted to continue attending their off-campus worksite or study site, unless their site’s rules indicate otherwise.

45. The temporary testing measures in place between September 7, 2021 and October 17, 2021 (inclusive) will not be extended, even if a Community Member does not regularly begin attending University Property until the Winter 2022 Term.

- Community Members should expect that they may be required to attend campus from time to time during the Fall 2021 Term, even if they are participating in a remote work/study arrangement or are an Off-Site Community Member.

- These Community Members should be aware that they will not be permitted to attend University Property on or after October 18, 2021 unless they are Fully Vaccinated or have obtained an exemption from the University.

ACCOUNTABILITY

46. Reasonable care and diligence shall be exercised to prevent contravention of the laws of Ontario and this Policy. The University has identified roles and responsibilities as follows below.

47. The Provost and Vice-President (Academic) and the Vice-President, Operations & Finance are responsible:

   a) for ensuring that the parties or party responsible for the day-to-day implementation of and University alignment with this Policy fulfill those responsibilities accordingly; and

   b) for monitoring this Policy and for ensuring compliance.

48. Workplace Supervisors will:

   a) ensure their employees are notified of the Policy;

   b) provide the resources and support necessary to ensure compliance with this Policy; and

   c) take appropriate administrative action for non-compliance with the Policy.
49. Human Resources Services and Student Affairs will, jointly where appropriate:
   a) ensure education efforts are undertaken with respect to supports for employees and students;
   b) provide direction to support services when requested by employees and students;
   c) address issues of a Policy violation in accordance with established policies and procedures and/or by the terms of existing contracts or collective agreements, where applicable; and
   d) administer the process for human rights exemptions (please note the Equity & Inclusion Office will administer non-medical exemptions for students).

50. Community Members are responsible for contributing to creating a safe and healthy Workplace and Learning Environment, which includes complying with this Policy and any other safety measure the University deems necessary to protect the community.

NON-COMPLIANCE OUTCOMES

51. Employees are required to comply with this Policy, as well as all University health, safety and environmental programs and policies. Any employee that fails to comply with this Policy may be:
   a) prohibited from attending University Property;
   b) prohibited from attending their off-campus worksite; and/or
   c) subject to the outcomes, remedies and/or sanctions under University policies and procedures (including collective agreements), that are appropriate to relevant legislation, professional standards and regulations, and/or licencing bodies, up to and including termination of employment.

52. Students are required to comply with this Policy, as well as all University health, safety and environmental programs and policies. Any student that fails to comply with this Policy may be:
   a) prohibited from attending University Property;
   b) prohibited from attending their off-campus study site; and/or
   c) subject to outcomes, remedies and/or sanctions under the Code of Student Rights and Responsibilities or the Graduate/Undergraduate Student Calendars, as applicable.
GLOSSARY

Community Members means McMaster employees (i.e., faculty and staff) and students, as defined in this Policy.

Employees is used to refer to staff (see below) and faculty (see below). An employee includes a worker as defined under the Occupational Health and Safety Act.

Faculty are defined as those academic teaching staff and senior academic librarians who are eligible to be members of the McMaster University Faculty Association. For the purposes of this Policy, faculty also includes clinical faculty, adjunct professors, and visiting professors. Faculty are included under the definition of employee.

Fully Vaccinated: An individual is Fully Vaccinated if they have received the full series of a vaccine or a combination of vaccines accepted by the World Health Organization and they received their last dose at least 14 days before the date of the self-declaration. Given the changing nature of the pandemic, if the applicable public health authorities announce a different meaning of “Fully Vaccinated”, that definition will take precedence. For example, if public health authorities announce that additional vaccine doses (i.e., “booster shots”) are required, individuals will not be considered Fully Vaccinated until they have obtained the additional dose(s).

Laboratory is defined as a facility that provides controlled conditions in which scientific or technological research, experiments, testing, measurements and/or other activities may be performed.

Learning Environment means any place on University property where academic, research or learning activities are conducted including, but not limited to, classroom, lecture hall, Laboratory, as well as University sanctioned placements, training sessions, field sites, academic conferences and/or or travel. On-campus residence is excluded from the definition of Learning Environment.

Off-Site Community Members means employees and students who do not want or need to attend University property, but who regularly work or study at a sanctioned off-campus site, and regularly engage in-person with other employees or students in the normal course of their work or studies. For the purpose of this Policy, Off-Site Community Members includes employees and students involved in University-sanctioned placements, field work/studies, and co-operative terms. Individuals will not be considered Off-Site Community Members while they are performing their work or studies from their personal residence.

On-Site Community Members means McMaster employees (i.e., faculty and staff) and students attending University Property.

Staff means employees employed by the University, including The Management Group (TMG), unionized employees, Temporary/Casual, non-teaching staff, Sessional Faculty, Postdoctoral Fellows, and Teaching Assistants, as well as interns. Students employed by the University are considered as staff where their involvement under this Policy relates to their employment role at the University. For the purpose of this Policy, staff are included under the definition of employee.
Student means any individual recorded by the University Registrar as enrolled in an educational course of study recognised by the Senate and for whom the University maintains education records. For the purpose of this Policy only, student also includes individuals in a Continuing Education course at the University, individuals enrolled in other secondary or post-secondary institutions who require access to University Property as part of their program, and residents subject to the University’s Post Graduate Medical Education policies.

Supervisor: Within the University Community, there are various types of Supervisors, which include the following:

- Academic Supervisor who oversees the academic work of a student, the most common example being a faculty member overseeing a graduate student’s academic work. Academic Supervisors may also include faculty who supervise students in a lab or classroom setting;

- Academic Administrator who is any faculty or staff acting in their capacity as Supervisor/administrator within a Faculty, Academic Department, etc., which includes, but is not limited to, Department Chairs, Deans, or other Supervisors who oversee the work of an employee or student e.g. a faculty member overseeing a Postdoctoral fellow / technician / undergraduate or graduate or a student performing research in the faculty’s Laboratory); and

- Workplace Supervisor who has charge of a workplace or authority over a worker as defined in accordance with the Occupational Health and Safety Act.

Workplace means any place where business or work-related activities are conducted where there is a clear nexus to the working environment at the University. It includes, but is not limited to, physical work premises, work-related social functions, work assignments outside the University's property, work-related travel, work-related conferences or training sessions.

University Property means any land boundary owned, controlled (whether directly or indirectly) or leased, by the University, inclusive of buildings, learning places, public places, and workplaces. For the purposes of this Policy, certain spaces as directed by the University from time to time will not be considered University Property.
APPENDIX A: RELATED POLICIES, PROCEDURES AND LEGISLATION

53. This Policy is to be read in conjunction with the following legislation, statutes, University policies and practices or collective agreement provisions. Any question of the application of this Policy or related policies shall be determined by the Provost and Vice-President (Academic), and/or the Vice-President (Operations & Finance), and in conjunction with the administrator of the other policy or policies. The University reserves the right to amend or add to the University’s policies and statements from time to time. The below is not a comprehensive list.

- Academic Accommodations Policy for Students with Disabilities
- Code of Student Rights and Responsibilities
- Freedom of Information and Protection of Privacy Act
- Health Protection and Promotion Act
- Human Rights Code
- Personal Health Information Protection Act
- Policy on Accessibility
- Policy on Access to Personal Health Information.
- Policy on Discrimination and Harassment: Prevention and Response
- Policy for the Handling of Personal Information
- Policy for the Handling of Personal Health Information
- Policy on Workplace Accommodation
- Privacy Governance and Accountability Framework
- McMaster University Guide and Procedures on Workplace Accommodation
- Occupational Health and Safety Act
- Reopening Ontario Act
- Workplace and Environmental Health and Safety Policy
APPENDIX B: JURISDICTION

1. The Policy applies to all employee and staff activities on University Property. It also applies to certain off-campus Workplaces or Learning Environments other than an employee’s or student’s personal residence.

2. Nothing in this Policy is meant to supersede the terms and conditions of any collective agreement, or any other contractual agreement, entered into by the University and its employee groups. In the event that the provisions of this Policy contradict any such collective or contractual agreement, the collective or contractual agreement governs, to the extent of the contradiction.

3. To the extent that this Policy affects the terms and conditions of employment of Faculty of the University, it may be subject to discussion and/or approval in accordance with the University policy entitled, The Joint Administration/Faculty Association Committee to Consider University Financial Matters and to Discuss and Negotiate Matters Related to Terms and Conditions of Employment of Faculty.

4. The application of this Policy may intersect with the application of other University policies or procedures regarding the same matter. Examples of other such policies or procedures are listed in Appendix A: Related Policies, Procedures and Legislation.

5. All external agencies, third-party service providers, and independent contractors, who do business with the University and are considered agents of the University and will be informed of the existence of COVID-19 Requirements for Visitors Policy and of the University’s expectation that these external entities shall govern themselves accordingly while doing business with the University.