



COVID-19 EMPLOYEE VACCINE POLICY

Purpose

In accordance with Mission Point Resort's duty to provide and maintain a workplace that is free of known hazards, we are adopting this policy to safeguard the health of our employees and their families; our customers and visitors; and the community at large from infectious diseases, such as COVID-19, that may be reduced by vaccinations. This policy will comply with all applicable laws and is based on guidance from the Centers for Disease Control and Prevention and state/local health authorities, as applicable.

Scope

All employees are required to receive COVID -19 vaccinations as determined by Mission Point leadership as soon as those vaccines become available, unless a reasonable accommodation is approved. Employees who choose not to get vaccinated for reasons other than approved exceptions will be placed on unpaid leave until their employment status is determined by the Human Resources department.

Procedures

Employees will need to schedule their vaccination appointments through the local health department (Luce, Mackinac, Alger, and Schoolcraft District Health Department), the Island Medical Center, or other resources based on availability. Human Resources will work with these same resources to keep employees informed of vaccine clinics and other opportunities to receive the vaccination of Island employees.

Employees should work with their supervisors to ensure that they are available to go to their vaccination appointment(s).

For 2021, Mission Point Resort will pay for all COVID-19 vaccinations not covered by insurance or the state.

If an employee's vaccine appointment is during their schedule work shift, they will be paid for the time it takes to go to their vaccination appointment and to return to work.

Otherwise, the time needed to get vaccinated is unpaid.

Employees who experience any adverse reactions, which do not allow them to work the day of or day after their vaccination, will be allowed to request up to 8 hours of paid time off. This time off must be requested with their supervisor and is only available for the day of and day immediately following their vaccination.

Year-round or seasonal staff who have already been vaccinated prior to the effective date of this policy (March 30, 2021) must provide Human Resources with a copy of their vaccine card or record.

New employees must be vaccinated within 6 weeks of their start date and must provide Human Resources with a copy of their vaccine card or record within 24 hours of their vaccination appointment.

Employees who do not have a valid objection (who have not completed the Request for Accommodation form), who fail to complete their vaccination within 6 weeks of hire (or the effective date of this policy) will not be allowed to work and will be terminated from employment.

Reasonable Accommodation

Employees in need of an exemption from this policy due to a medical reason, or because of a sincerely held religious belief must submit a completed Request for Accommodation form to the Human Resources department to begin the interactive accommodation process as soon as possible after vaccination deadlines have been announced. Accommodations will be granted where they do not cause Mission Point Resort undue hardship or pose a direct threat to the health and safety of others.

Please direct any questions regarding this policy to the Human Resources department.